

FINANCIAL ASSISTANCE  
FUNDING OPPORTUNITY ANNOUNCEMENT



ADVANCED RESEARCH PROJECTS AGENCY – ENERGY (ARPA-E)  
U.S. DEPARTMENT OF ENERGY

**METHANE OBSERVATION NETWORKS WITH INNOVATIVE  
TECHNOLOGY TO OBTAIN REDUCTIONS (MONITOR)**

Announcement Type: **Modification 02 Modification 03**  
Funding Opportunity No. DE-FOA-0001128  
CFDA Number 81.135

FOA Issue Date:	April 29, 2014
First Deadline for Questions to <a href="mailto:ARPA-E-CO@hq.doe.gov">ARPA-E-CO@hq.doe.gov</a> :	5 PM ET, June 6, 2014
Submission Deadline for Concept Papers:	5 PM ET, June 13, 2014
Second Deadline for Questions to <a href="mailto:ARPA-E-CO@hq.doe.gov">ARPA-E-CO@hq.doe.gov</a> :	5 PM ET, September 18, 2014
Submission Deadline for Full Applications:	5 PM ET, September 25, 2014
Submission Deadline for Replies to Reviewer Comments:	5 PM ET, November 06, 2014
Expected Date for Selection Notifications:	November 2014
Total Amount to Be Awarded	Approximately \$30 million, subject to the availability of appropriated funds.
Anticipated Awards	ARPA-E may issue one, multiple, or no awards under this FOA. Awards may vary between \$250,000 and \$10 million.

- For eligibility criteria, see Section III.A of the FOA.
- For cost share requirements under this FOA, see Section III.B of the FOA.
- To apply to this FOA, Applicants must register with and submit application materials through ARPA-E eXCHANGE (<https://arpa-e-foa.energy.gov/Registration.aspx>). For detailed guidance on using ARPA-E eXCHANGE, see Section IV.H.1 of the FOA.
- Applicants are responsible for meeting each submission deadline. Applicants are strongly encouraged to submit their applications at least 48 hours in advance of the submission deadline.
- ARPA-E will not review or consider noncompliant or nonresponsive applications. For detailed guidance on compliance and responsiveness criteria, see Sections III.C.1 and III.C.2 of the FOA.

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
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## MODIFICATIONS

All modifications to the Funding Opportunity Announcement (FOA) are highlighted in yellow in the body of the FOA.

Mod. No.	Date	Description of Modifications
01	06/04/2014	<ul style="list-style-type: none"> <li>Inserted additional information in Section I.B.4 regarding the types of data that would be relevant to sensing systems.</li> </ul>
02	08/04/2014	<ul style="list-style-type: none"> <li>Inserted certain deadlines, including the deadlines for submitting questions and Full Applications. See Cover Page and Required Documents Checklist.</li> <li>Inserted technical performance targets. See Section I.E of the FOA.</li> <li>Inserted instructions for Full Applications. See Section I.F of the FOA.</li> <li>Updated expected Period of Performance Start date from September 2014 to March 2015. See Section II.A of the FOA.</li> <li>Revised the following sections of the FOA to provide guidance on required application forms and the content and form of Full Applications and Replies to Reviewer Comments: Required Documents Checklist and Sections IV.D, IV.E, IV.G of the FOA. Applicants are required to use the following templates provided on ARPA-E eXCHANGE (<a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a>) to complete certain parts of their Full Applications: Template Technical Volume, Technical Milestones and Deliverables -- Instructions and Examples, Template Summary Slide, Template Summary for Public Release, and Template Reply to Reviewer Comments.</li> <li>Updated language regarding proportional cost share contributions in Section III.B.4.</li> <li>Inserted criteria that ARPA-E will use to evaluate Full Applications. See Section V.A.2 of the FOA.</li> <li>Inserted criteria that ARPA-E will use to evaluate Replies to Reviewer Comments in Section V.A.3 of the FOA.</li> <li>Inserted Program Policy Factors. See Section V.B.1 of the FOA.</li> <li>Inserted information on the anticipated announcement and award dates. See Section V.C of the FOA.</li> <li>Inserted information concerning Full Application Notifications. See Section VI.A.3 of the FOA.</li> <li>Inserted Administrative and National Policy Requirements. See Section VI.B of the FOA.</li> <li>Inserted Reporting Requirements. See Section VI.C of the FOA.</li> <li>Deleted language regarding outdated Business Assurances Form and Other Sources of Funding Form and inserted language, where applicable, to reflect use of combined Business Assurances &amp; Disclosures Form.</li> </ul>
03	08/13/2014	<ul style="list-style-type: none"> <li>Moved the requirement to estimate potential materials and manufacturing costs in the Technical Volume from the Budget Summary Section to the Technology-to-Market Strategy Section. See</li> </ul>

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		<p>Section IV.D.1 of the FOA.</p> <ul style="list-style-type: none"><li>• Clarified expected project start date is March 1, 2015. See Sections IV.D.2 &amp; IV.D.3 of the FOA</li></ul>
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## **REQUIRED DOCUMENTS CHECKLIST**

For an overview of the application process, see Section IV.A of the FOA.

For guidance regarding requisite application forms, see Section IV.B of the FOA.

For guidance regarding the content and form of Concept Papers, Full Applications, and Replies to Reviewer Comments, see Sections IV.C, IV.D, and IV.E of the FOA.

SUBMISSION	COMPONENTS	OPTIONAL/ MANDATORY	FOA SECTION	DEADLINE
Concept Paper	<ul style="list-style-type: none"> <li>• Each Applicant must submit a Concept Paper in Adobe PDF format by the stated deadline. The Concept Paper must include the following:                             <ul style="list-style-type: none"> <li>○ Technology Description (2 pages max.)</li> <li>○ System Diagram (1 page max.)</li> <li>○ Cost Table (1 page max.)</li> <li>○ Addendum (2 pages max.)</li> </ul> </li> </ul>	Mandatory	IV.C	5 PM ET, June 13, 2014
Full Application	<ul style="list-style-type: none"> <li>• Each Applicant must submit a Technical Volume in Adobe PDF format by the stated deadline. See the Technical Volume template available on ARPA-E eXCHANGE (<a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a>). The Technical Volume must include the following:                             <ul style="list-style-type: none"> <li>○ Technical Approach (1 page max.)</li> <li>○ R&amp;D Tasks (1 page max.)</li> <li>○ System Diagram (1 page max.)</li> <li>○ Sensing component diagram(s) (2 pages max.)</li> <li>○ R&amp;D Strategy (15 pages max.)</li> <li>○ Cost Table (1 page max.)</li> <li>○ Cost Table Support / Justification (2 pages max.)</li> <li>○ Detection Limit Analysis (2 pages max.)</li> <li>○ Sensing Technology Tutorial (Optional, 2 pages max.)</li> <li>○ Technology-to-Market Strategy (2 pages max.)</li> <li>○ Budget Summary (2 pages max.)</li> <li>○ Qualifications, Experience, and Capabilities (3 pages max. for each Personal Qualifications Summary)</li> <li>○ Participating Organizations (1 page max.)</li> <li>○ Prior Collaboration (1 page max.)</li> <li>○ Management Plan (1 page max.)</li> <li>○ Multi-Investigator Projects (2 pages max.)</li> <li>○ Intellectual Property Strategy (no page limit)</li> </ul> </li> <li>• The Technical Volume must be accompanied by:                             <ul style="list-style-type: none"> <li>○ SF-424 (no page limit, Adobe PDF format);</li> <li>○ Budget Justification Workbook/SF424A (no page limit, Microsoft Excel format)</li> <li>○ Technical Milestones and Deliverables (10 pages max.) – Applicants must refer to the Technical Milestones and Deliverables - Instructions and Examples document available on ARPA-E eXCHANGE</li> </ul> </li> </ul>	Mandatory	IV.D	5 PM ET, September 25, 2014

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	<p>(<a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a>)</p> <ul style="list-style-type: none"> <li>○ Summary for Public Release (1 page max., Adobe PDF format);</li> <li>○ Summary Slide (1 page limit, Microsoft PowerPoint format) – Applicants must use the Summary Slide template available on ARPA-E eXCHANGE (<a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a>); and</li> <li>○ Completed and signed Business Assurances &amp; Disclosures Form (no page limit, Adobe PDF format).</li> </ul>			
<p>Reply to Reviewer Comments</p>	<ul style="list-style-type: none"> <li>● Each Applicant may submit a Reply to Reviewer Comments in Adobe PDF format. This submission is optional. Applicants must use the Reply to Reviewer Comments template available on ARPA-E eXCHANGE (<a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a>). The Reply may include: <ul style="list-style-type: none"> <li>○ Up to 2 pages of text; and</li> <li>○ Up to 1 page of images.</li> </ul> </li> </ul>	<p>Optional</p>	<p>IV.E</p>	<p>5 PM ET, November 6, 2014</p>

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## I. FUNDING OPPORTUNITY DESCRIPTION

### A. AGENCY OVERVIEW

The Advanced Research Projects Agency – Energy (ARPA-E), an organization within the Department of Energy, is chartered by Congress in the America COMPETES Act of 2007 (P.L. 110-69), as amended by the America COMPETES Reauthorization Act of 2010 (P.L. 111-358), to support the creation of transformational energy technologies and systems through funding and managing Research and Development (R&D) efforts. Originally chartered in 2007, the Agency was first funded through the American Recovery and Reinvestment Act of 2009. Since that time, the Agency has invested over \$900 million across 362 projects through 18 focused programs and two open funding solicitations across the entire technology landscape.<sup>1</sup>

The mission of ARPA-E is to identify and fund research to translate science into breakthrough energy technologies that are too risky for the private sector and that, if successfully developed, will create the foundation for entirely new industries. To date, 22 ARPA-E projects have attracted more than \$625 million in private-sector follow-on funding after ARPA-E’s investment of approximately \$95 million. In addition, at least 24 ARPA-E project teams have formed new companies to advance their technologies, and more than 16 ARPA-E projects have partnered with other government agencies for further development.

Successful projects will address at least one of ARPA-E’s two Mission Areas:

1. Enhance the economic and energy security of the United States through the development of energy technologies that result in:
  - a. reductions of imports of energy from foreign sources;
  - b. reductions of energy-related emissions, including greenhouse gases; and
  - c. improvement in the energy efficiency of all economic sectors.
2. Ensure that the United States maintains a technological lead in developing and deploying advanced energy technologies.

**ARPA-E funds applied research and development.** ARPA-E exists to fund applied research and development, defined by the Office of Management and Budget as a “study (designed) to gain knowledge or understanding necessary to determine the means by which a recognized and specific need may be met” and as the “systematic application of knowledge or understanding, directed toward the production of useful materials, devices, and systems or methods, including design, development, and improvement of prototypes and new processes to meet specific requirements.” ARPA-E funds technology-focused applied research to create real-world solutions to important problems in energy creation, distribution and use and, as such, will not

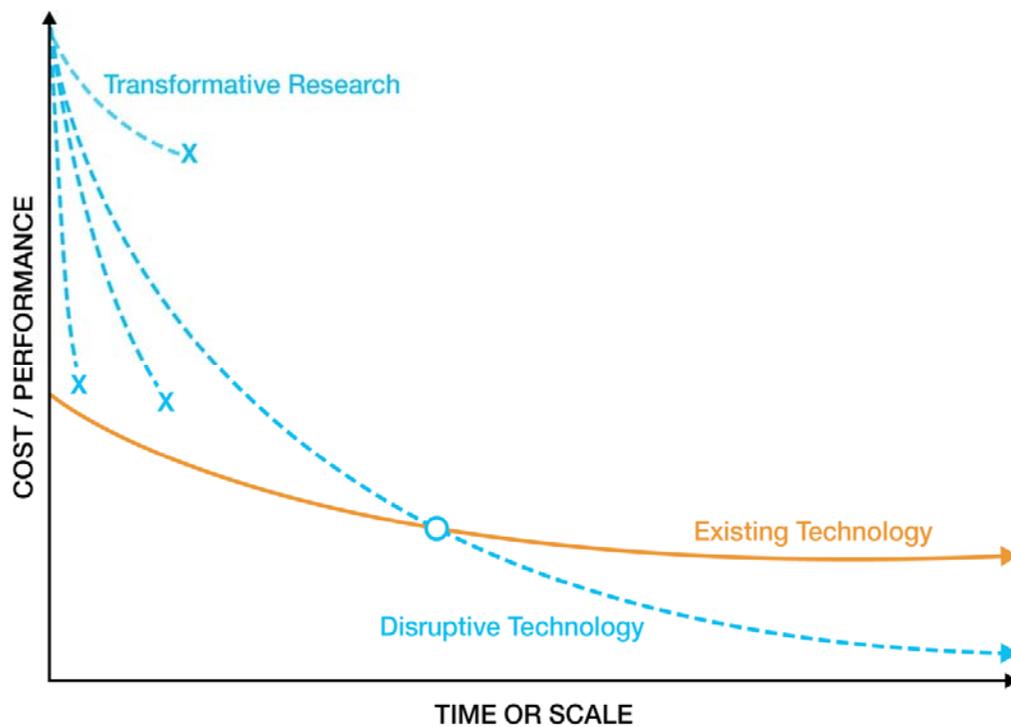
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<sup>1</sup> Information on ARPA-E’s projects is available at <http://arpa-e.energy.gov/?q=projects>.

support basic research, defined as a “systematic study directed toward fuller knowledge or understanding of the fundamental aspects of phenomena and of observable facts without specific applications towards processes or products in mind.” While it is anticipated that in some instances some minor aspects of fundamental science will be clarified or uncovered during the conduct of the supported applied research, the major portion of activities supported by ARPA-E are directed towards applied research and development of new technologies.

While all technology-focused applied research will be considered, two instances are especially fruitful for the creation of transformational technologies:

- the first establishment of a technology based upon recently elucidated scientific principles; and
- the synthesis of scientific principles drawn from disparate fields that do not typically intersect.



**Figure 1:** Description of transformational and disruptive technologies in terms of cost per unit performance versus time or scale. ARPA-E seeks to support research that establishes new learning curves that lead to disruptive technologies.

**ARPA-E exists to support transformational, rather than incremental research.** Technologies exist on learning curves (Figure 1). Following the creation of a technology, refinements to that technology and the economies of scale that accrue as manufacturing and widespread distribution develop drive technology down that learning curve until an equilibrium cost/performance is reached. While this incremental improvement of technology is important

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to the ultimate success of a technology in the marketplace, ARPA-E exists to fund transformational research – i.e., research that creates fundamentally new learning curves rather than moving existing technologies down their learning curves.

**ARPA-E funded technology has the potential to be disruptive in the marketplace.** The mere creation of a new learning curve does not ensure market penetration. Rather, the ultimate value of a technology is determined by the marketplace, and impactful technologies ultimately become disruptive – that is, they are widely adopted and displace existing technologies from the marketplace or create entirely new markets. Energy technologies typically become disruptive at maturity rather than close to inception and the maturation of nascent technologies often require significant incremental development to drives the technology down its natural learning curve to its ultimate equilibrium (see Figure 1 above). Such development might include modification of the technology itself, the means to produce and distribute that technology, or both. Thus, while early incarnations of the automobile were transformational in the sense that they created a fundamentally new learning curve for transportation, they were not disruptive, because of the unreliability and high cost of early automobiles. Continuous, incremental refinement of the technology ultimately led to the Ford Model T: as the first affordable, reliable, mass-produced vehicle, the Model T had a disruptive effect on the transportation market.

ARPA-E will not support technology development for extended periods of time; rather, ARPA-E supports the initial creation of technology. Following initial testing of the first prototype of a device, a system, or a process, other Federal agencies and the private sector will support the incremental development necessary to bring the technology to market.

While ARPA-E does not require technologies to be disruptive at the conclusion of ARPA-E funding, ARPA-E will not support technologies that cannot be disruptive even if successful. Examples of such technologies are approaches that require elements with insufficient abundances of materials to be deployed at scale, or technologies that could not scale to levels required to be impactful because of, for example, physical limits to productivity.

**ARPA-E will not support basic research aimed at discovery and fundamental knowledge generation, nor will it undertake large-scale demonstration projects of existing technologies.** ARPA-E is not a substitute for existing R&D organizations within the Department of Energy, but rather complements existing organizations by supporting R&D objectives that are transformational and translational. Applicants interested in receiving basic research financial assistance should work with the Department of Energy’s Office of Science (<http://science.energy.gov/>). Similarly, projects focused on the improvement of existing technology platforms may be appropriate for support by the applied programs – for example, the Office of Energy Efficiency and Renewable Energy (<http://www.eere.energy.gov/>), the Office of Fossil Energy (<http://fossil.energy.gov/>), the Office of Nuclear Energy

(<http://nuclear.energy.gov/>), and the Office of Electricity Delivery and Energy Reliability (<http://energy.gov/oe/office-electricity-delivery-and-energy-reliability>).

## **B. PROGRAM OVERVIEW**

### **1. SUMMARY**

The goal of the MONITOR<sup>2</sup> program is to support the development of disruptive approaches for methane emission detection and measurement that will enable widespread utilization and facilitate reductions in methane emissions. The program implementation focus is on “oil and gas systems” from the wellhead to the end-user. Cost-effective measurement of methane emissions will facilitate detection and early mitigation of leaks and process upsets, thus reducing the overall emissions of methane from the production of natural gas.

### **2. MOTIVATION**

ARPA-E’s authorizing statute directs the agency to support the development of technology that could result in “reduction of energy-related emissions, including greenhouse gases”, which this program addresses directly. The statute also promotes the development of technologies that could result in “reduction of imports of energy from foreign sources”. To the extent that reduction of methane loss preserves the natural gas supply for domestic use, this is also supported.

Methane is estimated to be the second largest contributor to global warming (after CO<sub>2</sub>), although there is some debate about the magnitude of its impact due to uncertainties around: 1) the most appropriate global warming potential (GWP)<sup>3</sup> for methane, 2) the quantity of methane entering the atmosphere from all sources, and 3) distribution of emissions between anthropogenic and non-anthropogenic sources. GWP values for methane range from 21 to 86<sup>4</sup> due to varying time periods used for the calculation and developing knowledge about the complex chemistry of methane in the atmosphere. The U.S. Environmental Protection Agency (EPA) estimated that in 2011, methane accounted for 8.8% of the global warming impact from domestic human activity.<sup>5</sup> This estimate used the 100-year GWP<sub>100</sub> factor of 21, which is at the lowest end of the GWP spectrum; however, if the higher range value for 20-year GWP<sub>20</sub> of 86 is

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<sup>2</sup> Methane Observation Networks with Innovative Technology to Obtain Reductions

<sup>3</sup> Global warming potential (GWP) is a measure of the effectiveness of a gas in trapping heat in the atmosphere, referenced to CO<sub>2</sub>.

<sup>4</sup> From the *Second Assessment Report (SAR) of the Intergovernmental Panel on Climate Change (IPCC)* (1996) and *Fifth Assessment Report (AR5) of the Intergovernmental Panel on Climate Change (IPCC)* (2014).

<sup>5</sup> EPA 430-R-13-001. *Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2011*. April 12, 2013.

used instead,<sup>6</sup> the global warming impact from anthropogenic methane in the U.S. would increase to 31.9%.

EPA also estimates that oil and natural gas systems comprise approximately 30% of the U.S. anthropogenic methane emissions. This corresponds to a methane leakage rate of around 1.65%<sup>7</sup> of production. While some recent literature, such as Allen's "bottom up"<sup>8</sup> analysis generally support this estimate,<sup>9</sup> other "top down"<sup>10</sup> studies have called these estimates into question. For example, Miller's top down study proposes that "current inventories from the U.S. Environmental Protection Agency and the Emissions Database for Global Atmospheric Research underestimate methane emissions nationally by 150% and 170%, respectively" — suggesting a leakage rate between 2.5% and 2.8% of production.<sup>11</sup> Similarly, Brandt's recent paper suggests that methane emissions from all sources range from 125% to 175% of EPA estimates.<sup>12</sup> Other studies have indicated that localized emissions in production zones can be much higher, such as a study of the Uintah basin that estimated emissions rates at 6.2%-11.7% of production<sup>13</sup> and a study of the Los Angeles basin that estimated rates as high as 17% of production.<sup>14</sup>

These studies illustrate two important conclusions: 1) methane emissions are a significant contributor to environmental forcing effects, even if the lower range of GWP values are assumed; and 2) there is a bona fide need to improve the measurement of anthropogenic methane emissions. These conclusions provide the motivation for this FOA's focus on the development of technological solutions that facilitate improved, cost effective detection and measurement of methane emissions.

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<sup>6</sup> *Fifth Assessment Report (AR5) of the Intergovernmental Panel on Climate Change (IPCC)* (2014).

<sup>7</sup> Calculated from data presented in EPA 430-R-13-001. *Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2011*. April 12, 2013. (see <http://static.berkeleyearth.org/memos/epa-report-reveals-lower-methane-leakage-from-natural-gas.pdf>)

<sup>8</sup> "Bottom up" estimates attempt to estimate methane emissions by combining inventories of potential sources (natural gas wells, compressor engines, field processing equipment, etc.) with estimates of their "typical" emissions and "snapshot" measurements to estimate total emissions from the system.

<sup>9</sup> D.T. Allen, et al. Measurements of methane emissions at natural gas production sites in the United States. *PNAS* 110(44):17768–17773 (2013).

<sup>10</sup> "Top down" estimates attempt to estimate emissions through measurements in the atmosphere, typically from tall towers or aircraft.

<sup>11</sup> S.M. Miller, et al. Anthropogenic emissions of methane in the United States. *PNAS* 110(50):20018-20022 (2013).

<sup>12</sup> A.R. Brandt, et al. Methane leaks from North American natural gas system. *Science* 343(6172):733-735 (2014).

<sup>13</sup> A. Karion, et al. Methane emissions estimate from airborne measurements over a western United States natural gas field. *Geophys. Res. Lett.* 40(16):4393–4397 (2013).

<sup>14</sup> J. Peischl, et al. Quantifying sources of methane using light alkanes in the Los Angeles basin, California. *J. Geophys. Res. Atmos.* 118(10):4974-4990 (2013).

### 3. STATE-OF-THE-ART

There are numerous technologies available that allow the measurement of methane levels. These technologies include, but are not limited to gas chromatography (GC), flame ionization detection (FID), Fourier transform infrared spectroscopy (FTIR), tunable laser diode absorption spectroscopy (TLDas), cavity ring-down spectroscopy, electrochemical sensors, and catalytic sensors. These systems have different degrees of selectivity, sensitivity, accuracy, and cost. For example, catalytic sensors can be quite inexpensive, but their relatively low sensitivity requires that they be deployed in close proximity to potential leakage points, requiring a relatively high number of sensors for complete coverage of a site. At the other end of the spectrum, TLDas systems have demonstrated very high sensitivity with detection levels of 1 ppb or below that potentially allow the use of fewer sensors, albeit with higher cost per sensor. Regardless of sensitivity, many measurement systems require transport of either the methane to the sensor or the sensor to the methane plume. Moreover, systems can make measurements from a single point, along an open path line, or over an area (as in the case of imaging detectors). The primary barrier to widespread utilization of continuous or semi-continuous methane measurement is cost. Current high-resolution methane measurement approaches (e.g.; cavity ring-down, TLDas) have initial capital costs of \$75,000-\$100,000 as well as additional installation, calibration, and operating costs—yielding an annual measurement cost in excess of \$25,000 per site, assuming a 3-5 year equipment life. Lower cost electrochemical or IR approaches are used in safety systems to monitor for flammability that typically do not require sensitivity below 100 ppm.

### 4. PROGRAM APPROACH

There are numerous approaches to reduce the cost of methane sensing and measurement. Among others, one can reduce the cost of the sensor itself or transport the sensor so that it performs sensing at a number of different sites. With this in mind, ARPA-E is soliciting applications for the development of “sensing systems” rather than focusing solely on sensors. Potential measurement solutions could consist of, **but are not limited to**:

1. Single high-sensitivity fixed sensor;
2. Network consisting of a number of lower sensitivity fixed sensors;
3. Systems incorporating imaging technology;
4. Sensor(s) mounted on vehicles that drive prescribed or random routes and uses both concentration and wind data to estimate the location of leaks;
5. Sensors mounted in conventional or unmanned aircraft;

6. Satellite imaging; and
7. Biological solutions in which plants might “signal” (change of color, release of chemicals) the presence of methane.

Each of these would require not only the physical sensing component (laser spectrometer, catalytic sensor, imaging sensor, biological sensor), but also-environmental data (e.g., wind speed and direction) and potentially other weather data (e.g., temperature, precipitation). The concentration and environmental/weather data would be used with an inverse dispersion model to estimate the location and magnitude of a leak. Please note that use of specific environmental and weather data is not required; all data-based methods of estimating the location and magnitude of a leak are acceptable.

### **C. PROGRAM OBJECTIVES**

The goal of the MONITOR program is to support the development of disruptive approaches for methane emission detection and measurement that will enable widespread utilization and facilitate reductions in methane emissions. The specific objective of the FOA is to *detect and measure methane leaks as small as 1 ton per year from a site 10 m x 10 m in area with a certainty that would allow 90% reduction in methane loss for an annual site cost of \$3,000*. The system should be capable of estimating the location and mass flow rate of a leak, should be able to transmit results wirelessly to a remote receiver, and should incorporate data processing to minimize false positive events. Additional cost will be allowed for systems that demonstrate enhanced measurement capabilities, as discussed in Section I.C.4 below.

#### **1. TARGET LEAK SIZE**

This FOA establishes a detection threshold of 1 ton/year. This corresponds to 1.9 grams/minute, which is approximately 6 standard cubic feet per hour (scfh). Significant stochastic uncertainty may be present in field measurements; these should be considered when reporting the presence and/or magnitude of a leak in order to minimize reporting of false positive events. Finally, Applicants to this FOA should include strategies to account for the local background level of methane because inaccurate background assumptions could lead to significant errors in leak detection and determination of leakage rates.

#### **2. TARGET FACILITY**

This FOA seeks detection solutions that can be applied at facilities of all sizes, including individual wellpads, gathering and field compression sites, gas processing plants, and compressor stations, and local distribution systems. In order to bound the problem, a

production well pad has been selected as the focus of this FOA; however, systems approaches to other segments of natural gas infrastructure will be considered.

A square production well pad has been chosen as the “model site,” with dimensions of 10 meters by 10 meters; leakage is possible from anywhere on the site, and time varying winds of 2.75 m/s (average wind speed) are typical. For systems that depend on or are affected by wind, the reference wind profile chosen for this analysis is a 2 meter data set (taken 2 meters above ground) from the National Wind Technology Center.<sup>15</sup> Respondents are allowed full latitude in positioning the components of their monitoring system on, or outside of, the site. Details about the model site and additional criteria will be provided in the instructions for Full Applications.

### **3. REDUCTION CRITERION**

Although the property of primary interest for gas sensors is concentration, design of the entire system is needed to determine the required sensitivity of the sensors. For example, a single high-sensitivity sensor may be replaced with an array of lower cost, lower sensitivity sensors. Similarly, sensors for use in mobile sensing (from ground vehicles, airplanes, UAVs, etc.) may require high sensitivity but may be able to tolerate higher sensor costs since the system allows measurement of multiple sites. This diversity of approaches makes it impractical to establish sensitivity criteria for sensors *a priori*. Instead, ARPA-E has established a system goal of reducing methane leakage from the model site by 90%. The base case assumes that site inspections are performed on an annual basis. Statistically, it is also assumed that leaks that occur between the annual inspections are evenly distributed throughout the year. For simplicity, it is assumed that any leak that is detected by a monitoring system is repaired instantly. Therefore, when a leak is detected (and repaired) before the next annual inspection, a reduction in leakage is achieved.

Respondents who submit Full Applications will be required to document the expected performance of their system, including calculation of the lower detection limit required for their sensors. Additional instructions on performance modeling will be provided in the instructions for submitting a Full Application.

Quantifying system performance will require an estimate of the natural gas savings that can be facilitated by a particular measurement system; this requires assumptions about maintenance and repair practices. For the purpose of this FOA, it is assumed that:

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<sup>15</sup> [http://www.nrel.gov/midc/nwtc\\_m2/](http://www.nrel.gov/midc/nwtc_m2/)

1. An annual leak inspection will be conducted and would detect any leaks (above the 6 scfh threshold) at the site. It is assumed that all leaks at or above 6 scfh will be detected and repaired at the time of the annual inspection.
2. A leak can occur at any time between annual inspections.
3. The initiation times of leaks are evenly distributed throughout the year; thus, the starting time of the “average” (mean and median are the same in this case) leak occurs at the midpoint of the year. This implies that the average leak would persist for  $365/2 = 182.5$  days. Consequently, a 90% reduction in average leakage requires detection of a leak within 10% of the time between its start and the annual inspection, so within 18.25 days on average.
4. If a leak is detected, it is “instantly” considered repaired.<sup>16</sup>
5. The “gas saved” is the amount of gas that would have otherwise been emitted between detection and the annual inspection.

#### **4. COST AND ENHANCED FUNCTIONALITY**

The primary goal of this FOA is for early detection of methane or natural gas leakage and establishes a cost metric of \$3,000 / site / year for basic functionality, i.e. the ability to measure methane within a time period (18.25 days) sufficient to produce a 90% reduction of methane loss from leakage. However, there are other considerations which can increase or reduce the value of the system, and can therefore influence the allowable annual cost of measurement. Additional capabilities of interest include:

1. Methane selectivity: Defined as a system that has the ability to discriminate between methane and longer chain hydrocarbons.
2. Speciation capability: Similar to methane selectivity, but with additional ability to quantify the primary constituents of the natural gas stream.
3. Thermogenic / biogenic differentiation: Defined as a system that can differentiate between methane from thermogenic sources (i.e., natural gas) and methane from biogenic sources (i.e. cattle, landfills, wastewater treatment, etc.). This could include,

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<sup>16</sup> The unrealistically optimistic assumption of maintenance practice is acknowledged. Detecting a leak is only the first step in repairing it. An inspection and repair crew must be mobilized; with mobilization assumed to be prioritized by the magnitude of the leak. Although many leaks can be quickly fixed while the system is pressurized, others may require “blowdown” of piping components.

but is not limited to, analysis of higher hydrocarbons, carbon isotope analysis, and hydrogen isotope analysis.

4. Continuous measurement: Defined as a system that continuously measures methane (or natural gas) concentration at a site. A system will be deemed to make continuous measurements if it measures the concentration at least once every 10 minutes.
5. Enhanced stability: The increasing concerns about atmospheric levels of methane suggest the need for sensing systems that may have higher precision and stability than required for leak detection. These sensors could be deployed for long-term ambient baseline studies, for “ground verification” of satellite or aerial imaging, or for scientific studies of methane emissions from sources as varied as tundra and alpine lakes.
6. Other functionality: Other enhanced functionality may be of interest. Applications for systems with other enhanced functionality should describe the expected capabilities.

Enhanced functionality is generally expected to allow additional cost. The number of combinations and permutations prevents a prescriptive specification cost for each of these capabilities and/or combination of capabilities. It is unlikely that applications for systems with a cost of over \$10,000 / year would be competitive, even if they combine multiple categories of enhanced functionality as described above. Applications for systems with enhanced capabilities should document the expected cost of the system; in cases where the enhanced functionality is additive to the system (rather than built into the basic structure of the system and therefore inseparable), it may be useful to describe the costs with and without the enhanced capability.

#### **D. TECHNICAL CATEGORIES OF INTEREST**

FOA Applicants must convincingly demonstrate that the proposed system has the potential to meet the detection, measurement, and cost metrics required for widespread deployment. ARPA-E is primarily interested in applications that propose *complete systems* that combine methane detection and measurement with data analytics in order to estimate methane emission rates and location of leaks; the systems should also include provisions for data quality control and digital communication. ARPA-E will also consider for awards transformational *partial solutions* that demonstrate promising new approaches to sensing, but are too early in their development to warrant incorporation into a complete system.

#### **CATEGORY 1: COMPLETE MEASUREMENT SYSTEMS**

The primary focus of this FOA is the development of *complete methane measurement systems*, which will include 1) methane emission sensing, 2) methane leakage characterization and data

analytics in order to estimate the leakage rates and approximate location of leaks, 3) provisions for data quality control, 4) digital communication, and 5) enhanced functionality.

### ***Technologies of Interest***

ARPA-E is particularly interested in applications that incorporate one or more of the following technological advances into their systems solution:

- Reduced-cost TLDAS systems that incorporate either an internal absorption path or an external absorption path;
- Reduced-cost long-path spectroscopic approaches which are configured to provide sensing along one side or potentially around the entire perimeter of a site of interest;
- Hyperspectral approaches with an ambient thermal radiation infrared source;
- Absorption approaches in which the sun or sky provide the reference source;
- Low-cost approaches to mid-infrared (IR) detectors, particularly uncooled detectors;
- Reduced cost and/or increased resolution methane imaging systems, particularly with non-cryogenic detectors;
- Single-point sensors or imaging systems using plasmonic detectors, with particular interest in uncooled plasmonic detectors;
- LIDAR or laser backscatter approaches;
- Mobile sensing from dedicated and non-dedicated ground vehicles and aerial vehicles;
- Highly automated deployment of unmanned aerial vehicles (UAVs), using any combination of single-point, open-path, or imaging detectors;
- Multiple UAVs with long-path sensing, or combinations involving ground-based and aerial sensing;
- Low-cost approaches to mid-IR lasers, including quantum cascade lasers( QCLs), inter-sub-band gap lasers (ISBs), vertical cavity surface emission lasers (VCSELs), or other novel/emerging concepts;

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).

- Other novel concepts and technologies that would be enabling for low-cost gas monitoring; and
- Advanced data analytics that aggregate localized methane measurement with wider area atmospheric and dispersion models in order to estimate regional flux rates, including, but not limited to: 1) GIS integration, 2) reinforcement learning, 3) inversion modeling, 4) micro-climate modeling, and 5) site flux apportionment.

## **CATEGORY 2: PARTIAL MEASUREMENT SOLUTIONS**

The second category of interest is the development of *partial measurement solutions*. Although ARPA-E is primarily interested in applications for complete sensing systems, it is understood that some nascent technologies may be too early in the development process for incorporation into a complete sensing systems. ARPA-E will support the development of such potentially transformational new technologies that could significantly contribute to progress towards the system level objectives in this FOA. Partial solutions are primarily envisioned as advances in detector technology or data analytics.

### ***Technologies of Interest***

ARPA-E is particularly interested in partial solutions that include:

- Novel spectrometers;
- Novel electrochemical sensors;
- Critical sensor components, such as reduced cost mid-infrared lasers or detectors;
- Advanced dispersion models;
- Data-processing algorithms; and
- Other technologies that would be enabling for low-cost gas monitoring.

## **E. TECHNICAL PERFORMANCE TARGETS**

As discussed in Section IV.A, this FOA will use a two-stage application approach: 1) Concept Paper Stage and 2) Full Application Stage. After a review of the Concept Papers, Applicants will either be “encouraged” or “not encouraged” to submit a Full Application. Concept

papers are expected to provide a description of a system that would be “reasonably expected” to meet the technical performance targets in this section, but are not required to provide detailed supporting analysis. Full Applications will be expected to include a sufficient level of analysis to document that the system can achieve the system level goals of:

- Detecting a leak of 6 SCFH (1 ton/year) on a 10 m x 10 m well pad, within a time period that will allow a 90% reduction of leakage, with a 90% confidence level;
- Validating the data so that the rate of “false positive” indications is no more than 1 per year; as an alternative to a binary indication of “leak” or “no leak”, the system can also choose to report the probability that a leak of a given size exists;
- Estimating the mass flow rate of each leak, to within 20% error;
- Estimating the location of each leak to within 1 meter;
- Communicating the results wirelessly to a remote receiver;
- Total system cost (amortized capital cost + operating cost) is less than \$3,000 / year for basic functionality; additional cost is allowed for enhanced functionality.
- Finally, if a system with enhanced functionality is proposed, the enhanced functionality must be documented.

Applicants that receive funding under this FOA will be held to development-specific technical milestones and objectives throughout the course of their project, generally established to be reviewed on a quarterly basis. However, three annual evaluations are also proposed. By the end of Year 1, the performer is expected to demonstrate the performance of all system components. By the end of Year 2, the performer is expected to demonstrate the performance of a complete system. By the end of Year 3, the performer is expected to demonstrate the performance of a mature system that can operate over an extended period. of time and meet the performance targets listed above. The three stages are designed to evaluate system performance under progressively more realistic conditions and are described in the following sections.

- The Year 1 evaluation will take place at the performer’s site (or a site of their choosing) and is expected to demonstrate performance of individual system components (sensor, data analytics, communications system, etc.)
- The Year 2 evaluation will take place at an outdoor site approved by ARPA-E and is expected to demonstrate performance of the entire system against quantitative targets

approved by ARPA-E. It is expected that the Year 2 targets will reflect substantial progress towards the performance targets established above.

- The Year 3 end-of-project evaluation will take place at an outdoor site approved by ARPA-E and is expected to demonstrate performance of the entire system against quantitative targets approved by ARPA-E. It is expected that the Year 3 targets will largely reflect achievement of the performance targets established above.

It is possible that a common test site or sites may be established and/or selected by ARPA-E. If a common test site is established, the choice of testing at the common site or at an alternative site will be agreed to between the performer team and ARPA-E. In either case, sufficient budget should be identified to support the Year 2 and Year 3 demonstrations.

Not every project will fit into the proposed annual evaluation framework. Some may be able to demonstrate system performance more rapidly while others may require more time to develop individual component technologies. Performance milestones will be proposed by the Applicant and reviewed with the Program Director during the negotiation process. Category 2 Partial Solutions may not fit into the proposed evaluation framework; again, milestones should be proposed by the Applicant and will be reviewed with the Program Director during the negotiation process.

## **F. INSTRUCTIONS FOR CONCEPT PAPERS**

### **CATEGORY 1: COMPLETE MEASUREMENT SYSTEMS**

Concept Papers must show a well-justified, realistic potential for a novel technology to meet the technical performance targets summarized in the previous section. In the Concept Paper, applications for Category of Interest 1 (Complete Measurement System) should describe their concept, including all of the following elements:

1. A system level diagram that includes all major system components and displays how they would be deployed on the well site;
2. A discussion of the value of the technology compared to state-of-the-art
3. A description of technical maturity of the concept, highlighting novel and high-risk elements
4. A description of the gas sensing technology, including any novel features, sensitivity, and selectivity;

5. A table which estimates the annual operating cost of the system. This should include a breakdown of the system's capital cost, annual operating cost, and system life; these should then be combined to estimate the annual cost of measurement.

In the Concept Paper, applications for Category of Interest 1 (Complete Measurement System) should also include all of the following elements, if relevant to the proposed measurement system:

6. A description of any other sensors required (wind speed, wind direction, etc.), including a description of any novel features.
7. A description of the data analytics approach to estimate the leakage rate and approximate location of the leak.
8. A description of the approach to data quality control, with the intent of maximizing detection while minimizing reporting of false positive alarms.
9. A description of the approach to wireless digital communication of results to a remote receiver.
10. A description of the approach to any "enhanced capability", which may include: methane selectivity, speciation capability, thermogenic / biogenic differentiation, continuous measurement, enhanced stability, etc.

## **CATEGORY 2: PARTIAL MEASUREMENT SYSTEMS**

In the Concept Paper, applications for Category of Interest 2 (Partial Measurement Solutions) should describe their partial solution, including the following elements:

1. A description of the partial solution proposed;
2. A discussion of how the partial solution would be enabling to the overall goals of the MONITOR program;
3. A discussion of the value of the technology compared to state-of-the-art;
4. A description of technical maturity of the concept, highlighting novel and high-risk elements;
5. A table that estimates the annual operating cost of a complete system that utilizes the partial solution; this will require specification of a hypothetical complete system that takes advantage of the partial solution. This should include a breakdown of the system's

capital cost, annual operating cost, and system life; these should then be combined to estimate the annual cost of measurement. If a partial solution does not support this direct cost estimation, the benefits and their potential impact on the cost of measurement should be discussed as completely as possible; and

6. A discussion of any “enhanced capability” that the solution would provide to a measurement system.

## **G. INSTRUCTIONS FOR FULL APPLICATIONS**

### **CATEGORY 1: COMPLETE MEASUREMENT SYSTEMS**

Full Applications must show a well-justified, realistic potential for a novel technology to meet the technical performance targets. Applications for Category of Interest 1 (Complete Measurement System) should describe their concept, including all of the following elements. (See Section IV.D for details on the format and content of the Full Application. Unless otherwise noted, each element listed below should be addressed in the “R&D Strategy” section of the Technical Volume, 15 pages max)

1. A system level diagram that includes all major system components and displays how they would be deployed on the well site. (System Diagram in Technical Volume; 1 page max)
2. A sensing component diagram(s) that graphically describes the operation of the sensing technology or technologies, (i.e. if using a spectrometer, include spectrometer with all of its components such as source, gas cell, detector, etc.). (Sensing Component Diagram in Technical Volume; 2 pages max)
3. A detailed description of the system, including enabling elements such as: system components, component placement (for fixed sensors), deployment pattern and frequency (for mobile systems), power requirements, sensitivity to weather (dust, rain, ice), installation details, operator requirements, calibration requirements, etc.
4. A detailed discussion of the sensitivity / detection limit required of the gas sensor(s). The results of this analysis will be documented in a separate section which describes the approach, key assumptions, and results of the analysis. (Detection Limit Analysis in Technical Volume; 2 pages max). This analysis should take into account the proposed sensor location(s), the distance from assumed leak(s), and the role of wind variability in convecting gas to or away from the sensor. A simple approach might use a Gaussian dispersion model coupled to the time-varying wind profile and the sensor’s detection limit to calculate the time from the start of a leak to detection. The use of more detailed dispersion modeling software is also acceptable, but should be discussed in sufficient

detail that the validity of the approach can be assessed. Applications that propose mobile deployment should follow a similar approach to document the required sensitivity and frequency of deployment.

5. A detailed description of the gas sensing technology, including any novel features, and the sensitivity and selectivity of the technology. This discussion should outline the physical principles of measurement and should address whether the sensor can meet the sensitivity / detection limit requirements established for the system. The discussion should address issues of selectivity and interference with other compounds (water, other natural gas components, etc.), response time, etc. If a chemical approach is used (reaction, adsorption, absorption, etc.), the issue of regeneration should be addressed (i.e., is the effect reversible once the natural gas is removed?).
6. A discussion of any other required sensors not devoted to detecting methane, i.e. wind speed, wind direction, temperature, humidity, etc.
7. A detailed discussion of the approach used for estimating the mass flowrate of the leaking gas, including supporting details on the accuracy of the method.
8. A detailed discussion of the approach used for estimating the location of the leaking gas, including supporting details on the accuracy of the method.
9. A detailed discussion of the approach used to reduce the occurrence of false-positive indications.
10. A description of the approach to wireless digital communication of results to a remote receiver.
11. A discussion of the value of the technology compared to state-of-the-art.
12. A description of technical maturity of the concept, highlighting novel and high-risk elements.
13. A table which estimates the annual operating cost of the system. This should include a breakdown of the system's capital cost, annual operating cost, and system life; these should then be combined to estimate the annual cost of measurement. The table and supporting justification should document key assumptions and methods and provide adequate detail to assess the validity of the approach. (Cost Table in Technical Volume; 1 page max; Cost Table Support/Justification in Technical Volume; 2 pages max)

14. A detailed description of the approach to any “enhanced capability”, which may include: methane selectivity, speciation capability, thermogenic / biogenic differentiation, continuous measurement, enhanced stability, etc.
15. Applications proposing ground-based mobile deployments should address practical issues such as weather, road access, road condition, variability of wind speed and direction, etc. Manpower requirements should be addressed.
16. Applications proposing aerial sensing (manned or unmanned) should address practical issues such as weather, variability of wind speed and direction, etc. Applications should also address licensing requirements and potential limitations on deployment imposed by current or future regulations. Manpower requirements should be addressed.
17. Applications proposing hand-held imaging systems should address the use of the system to quantitatively measure the mass flow rate of gas leaks.

## **CATEGORY 2: PARTIAL MEASUREMENT SYSTEMS**

Full Applications for Category of Interest 2 (Partial Measurement Solutions) should describe their partial solution, including the following elements, to the extent that they are applicable:

1. A description of the partial solution proposed.
2. A hypothetical system level diagram that indicates how the proposed partial solution might be deployed on the well site. (System Diagram in Technical Volume; 1 page max).
3. A discussion of how the partial solution would be enabling to the overall goals of the MONITOR program.
4. A detailed description of the gas sensing technology, including any novel features, and the sensitivity and selectivity of the technology. This discussion should outline the physical principles of measurement and should address whether the sensor can meet the sensitivity / detection limit requirements established for the system. The discussion should address issues of selectivity and interference with other compounds (water, other natural gas components, etc.), response time, etc. If a chemical approach is used (reaction, adsorption, absorption, etc.), the issue of regeneration should be addressed (i.e., is the effect reversible once the natural gas is removed?).
5. A discussion of the value of the technology compared to state-of-the-art.

6. A description of technical maturity of the concept, highlighting novel and high-risk elements.
7. A table that estimates the annual operating cost of a complete system that utilizes the partial solution; this will require specification of a hypothetical complete system that takes advantage of the partial solution. This should include a breakdown of the system's capital cost, annual operating cost, and system life; these should then be combined to estimate the annual cost of measurement. If a partial solution does not support this direct cost estimation, the benefits and their potential impact on the cost of measurement should be discussed as completely as possible (Cost Table in Technical Volume; 1 page max; Cost Table Support/Justification in Technical Volume; 2 pages max).
8. A discussion of any "enhanced capability" that the solution would provide to a measurement system.

#### **H. APPLICATIONS SPECIFICALLY NOT OF INTEREST**

The following types of applications will be deemed nonresponsive and will not be reviewed or considered (see Section III.C.2 of the FOA):

- Applications that fall outside the technical parameters specified in Section I.E of the FOA.
- Applications that were already submitted to pending ARPA-E FOAs.
- Applications that are not scientifically distinct from applications submitted to pending ARPA-E FOAs.
- Applications for basic research aimed at discovery and fundamental knowledge generation.
- Applications for large-scale demonstration projects of existing technologies.
- Applications for proposed technologies that represent incremental improvements to existing technologies.
- Applications for proposed technologies that are not based on sound scientific principles (e.g., violates a law of thermodynamics).

- Applications that do not address at least one of ARPA-E’s Mission Areas (see Section I.A of the FOA).
- Applications for proposed technologies that are not transformational, as described in Section I.A of the FOA and as illustrated in Figure 1 in Section I.A of the FOA.
- Applications for proposed technologies that do not have the potential to become disruptive in nature, as described in Section I.A of the FOA. Technologies must be scalable such that they could be disruptive with sufficient technical progress (see Figure 1 in Section I.A of the FOA).
- Applications that are not scientifically distinct from existing funded activities supported elsewhere, including within the Department of Energy.
- Applications that propose the following technologies:
  - UAV platform development (development of detector systems that are intended for deployment from UAV platforms are of interest, but development of the UAV platform itself is not);
  - Routine application of preexisting technology;
  - Studies that are primarily focused on documenting natural gas leakage or on “reconciling top-down and bottom-up” data discrepancies; and
  - Economic and/or policy studies related to methane leakage.

## **II. AWARD INFORMATION**

### **A. AWARD OVERVIEW**

ARPA-E expects to make approximately \$30 million available for new awards under this FOA, subject to the availability of appropriated funds. ARPA-E anticipates making approximately 12-18 awards under this FOA. ARPA-E may issue one, multiple, or no awards.

Individual awards may vary between \$ 250,000 and \$ 10 million.

The period of performance for funding agreements may not exceed 36 months. ARPA-E expects the start date for funding agreements to be in March 2015, or as negotiated.

ARPA-E encourages applications stemming from ideas that still require proof-of-concept R&D efforts as well as those for which some proof-of-concept demonstration already exists.

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).

Applications requiring proof-of-concept R&D can propose a project with the goal of delivering on the program metric at the conclusion of the project period. These applications should contain an appropriate cost and project duration plan that is described in sufficient technical detail to allow reviewers to meaningfully evaluate the proposed project. If awarded, such projects should expect a rigorous go/no-go milestone early in the project associated with the proof-of-concept demonstration. Alternatively, applications requiring proof-of-concept R&D can propose a project with the project end deliverable being extremely creative but partial solutions. However, the Applicants are required to provide a convincing vision how these partial solutions can enable the realization of the program metrics with further development.

Applicants proposing projects for which some initial proof-of-concept demonstration already exists should submit concrete data that supports the probability of success of the proposed project. ARPA-E will provide support at the highest funding level only for applications with significant technology risk, aggressive timetables, and careful management and mitigation of the associated risks.

ARPA-E will accept only new applications under this FOA. Applicants may not seek renewal or supplementation of their existing awards through this FOA.

ARPA-E may establish more than one budget period for each award and fund only the initial budget period(s). Applicants are not guaranteed funding beyond the initial budget period(s). Before the expiration of the initial budget period(s), ARPA-E may perform a down-select among different recipients and provide additional funding only to a subset of recipients.

## **B. ARPA-E FUNDING AGREEMENTS**

Through Cooperative Agreements, Technology Investment Agreements, and similar agreements, ARPA-E provides financial and other support to projects that have the potential to realize ARPA-E's statutory mission. ARPA-E does not use such agreements to acquire property or services for the direct benefit or use of the U.S. Government.

Congress directed ARPA-E to "establish and monitor project milestones, initiate research projects quickly, and just as quickly terminate or restructure projects if such milestones are not achieved."<sup>17</sup> Accordingly, ARPA-E has substantial involvement in the direction of every project, as described in Section II.C below.

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<sup>17</sup> U.S. Congress, Conference Report to accompany the 21<sup>st</sup> Century Competitiveness Act of 2007, H. Rpt. 110-289 at 171-172 (Aug. 1, 2007).

## 1. COOPERATIVE AGREEMENTS

ARPA-E generally uses Cooperative Agreements to provide financial and other support to Prime Recipients.<sup>18</sup>

Cooperative Agreements involve the provision of financial or other support to accomplish a public purpose of support or stimulation authorized by Federal statute. Under Cooperative Agreements, the Government and Prime Recipients share responsibility for the direction of projects.

ARPA-E encourages Prime Recipients to review the Model Cooperative Agreement, which is available at <http://arpa-e.energy.gov/?q=project-guidance/award>.

## 2. FUNDING AGREEMENTS WITH FFRDCs, GOGOs, AND FEDERAL INSTRUMENTALITIES<sup>19</sup>

Any Federally Funded Research and Development Centers (FFRDC) involved as a member of a Project Team must complete the “FFRDC Authorization” and “Field Work Proposal” section of the Business Assurances Form, which is submitted with the Applicant’s Full Application.

When a FFRDC is the *lead organization* for a Project Team, ARPA-E executes a funding agreement directly with the FFRDC and a single, separate Cooperative Agreement with the rest of the Project Team. Notwithstanding the use of multiple agreements, the FFRDC is the lead organization for the entire project, including all work performed by the FFRDC and the rest of the Project Team.

When a FFRDC or non-DOE/NNSA GOGO is a *member* of a Project Team, ARPA-E executes a funding agreement directly with the FFRDC or non-DOE/NNSA GOGO and a single, separate Cooperative Agreement with the rest of the Project Team. Notwithstanding the use of multiple agreements, the Prime Recipient under the Cooperative Agreement is the lead organization for the entire project, including all work performed by the FFRDC or non-DOE/NNSA GOGO and the rest of the Project Team.

Funding agreements with DOE/NNSA FFRDCs take the form of Work Authorizations issued to DOE/NNSA FFRDCs through the DOE/NNSA Field Work Proposal system for work performed under Department of Energy Management & Operation Contracts. Funding agreements with

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<sup>18</sup> The Prime Recipient is the signatory to the funding agreement with ARPA-E.

<sup>19</sup> DOE/NNSA GOGOs are not eligible to apply for funding, as described in Section III.A of the FOA.

non-DOE/NNSA FFRDCs, GOGOs, and Federal instrumentalities (e.g., Tennessee Valley Authority) generally take the form of Interagency Agreements. Any funding agreement with a FFRDC or non-DOE/NNSA GOGO will have substantially similar terms and conditions as ARPA-E's Model Cooperative Agreement (<http://arpa-e.energy.gov/arpa-e-site-page/award-guidance>).

### **3. TECHNOLOGY INVESTMENT AGREEMENTS**

ARPA-E may use its "other transactions" authority under the America COMPETES Reauthorization Act of 2010 or DOE's "other transactions" authority under the Energy Policy Act of 2005 to enter into Technology Investment Agreements (TIAs) with Prime Recipients. ARPA-E may negotiate a TIA when it determines that the use of a standard cooperative agreement, grant, or contract is not feasible or appropriate for a project.

A TIA is more flexible than a traditional financial assistance agreement. In using a TIA, ARPA-E may modify standard Government terms and conditions.

If Applicants are seeking to negotiate a TIA, they are required to include an explicit request in their Full Applications.

In general, TIAs require a cost share of 50%. See Section III.B.3 of the FOA.

### **4. GRANTS**

Although ARPA-E has the authority to provide financial support to Prime Recipients through Grants, ARPA-E generally does not fund projects through Grants. ARPA-E may fund a limited number of projects through Grants, as appropriate.

#### **C. STATEMENT OF SUBSTANTIAL INVOLVEMENT**

Generally, ARPA-E is substantially involved in the direction of projects (regardless of the type of funding agreement) from inception to completion. For the purposes of an ARPA-E project, substantial involvement means:

- ARPA-E does not limit its involvement to the administrative requirements of the ARPA-E funding agreement. Instead, ARPA-E has substantial involvement in the direction and redirection of the technical aspects of the project as a whole. Project teams must adhere to ARPA-E technical direction and comply with agency-specific and programmatic requirements.

- ARPA-E may intervene at any time to address the conduct or performance of project activities.
- During award negotiations, ARPA-E Program Directors establish an aggressive schedule of quantitative milestones and deliverables that must be met every quarter. Prime Recipients document the achievement of these milestones and deliverables in quarterly technical and financial progress reports, which are reviewed and evaluated by ARPA-E Program Directors (see Attachment 4 to ARPA-E's Model Cooperative Agreement, available at <http://arpa-e.energy.gov/?q=project-guidance/award>). ARPA-E Program Directors visit each Prime Recipient at least twice per year, and hold periodic meetings, conference calls, and webinars with Project Teams. ARPA-E Program Directors may modify or terminate projects that fail to achieve predetermined technical milestones and deliverables.
- ARPA-E reviews reimbursement requests for compliance with applicable Federal cost principles and Prime Recipients' cost share obligations. Upon request, Prime Recipients are required to provide additional information and documentation to support claimed expenditures. Prime Recipients are required to comply with agency-specific and programmatic requirements. Please refer to Section VI.B.3-4 of the FOA for guidance on proof of cost share commitment and cost share reporting.
- ARPA-E works closely with Prime Recipients to facilitate and expedite the deployment of ARPA-E-funded technologies to market. ARPA-E works with other Government agencies and nonprofits to provide mentoring and networking opportunities for Prime Recipients. ARPA-E also organizes and sponsors events to educate Prime Recipients about key barriers to the deployment of their ARPA-E-funded technologies. In addition, ARPA-E establishes collaborations with private and public entities to provide continued support for the development and deployment of ARPA-E-funded technologies.
- ARPA-E may fund some projects on a fixed-obligation basis.

### **III. ELIGIBILITY INFORMATION**

#### **A. ELIGIBLE APPLICANTS**

##### **1. INDIVIDUALS**

U.S. citizens or permanent residents may apply for funding in their individual capacity as a Standalone Applicant,<sup>20</sup> as the lead for a Project Team,<sup>21</sup> or as a member of a Project Team.

##### **2. DOMESTIC ENTITIES**

For-profit entities, educational institutions, and nonprofits<sup>22</sup> that are incorporated in the United States, including U.S. territories, are eligible to apply for funding as a Standalone Applicant, as the lead organization for a Project Team, or as a member of a Project Team.

FFRDCs are eligible to apply for funding as the lead organization for a Project Team or as a member of a Project Team, but not as a Standalone Applicant.

DOE/NNSA GOGOs are not eligible to apply for funding.

Non-DOE/NNSA GOGOs are eligible to apply for funding as a member of a Project Team, but not as a Standalone Applicant or as the lead organization for a Project Team.

State and local government entities are eligible to apply for funding as a member of a Project Team, but not as a Standalone Applicant or as the lead organization for a Project Team.

Federal agencies and instrumentalities (other than DOE) are eligible to apply for funding as a member of a Project Team, but not as a Standalone Applicant or as the lead organization for a Project Team.

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<sup>20</sup> A Standalone Applicant is an Applicant that applies for funding on its own, not as part of a Project Team.

<sup>21</sup> The term "Project Team" is used to mean any entity with multiple players working collaboratively and could encompass anything from an existing organization to an ad hoc teaming arrangement. A Project Team consists of the Prime Recipient, Subrecipients, and others performing or otherwise supporting work under an ARPA-E funding agreement.

<sup>22</sup> Nonprofit organizations described in section 501(c)(4) of the Internal Revenue Code of 1986 that engaged in lobbying activities after December 31, 1995 are not eligible to apply for funding as a Prime Recipient or Subrecipient.

### 3. FOREIGN ENTITIES

Foreign entities, whether for-profit or otherwise, are eligible to apply for funding as Standalone Applicants, as the lead organization for a Project Team, or as a member of a Project Team. All work by foreign entities must be performed by subsidiaries or affiliates incorporated in the United States (including U.S. territories). The Applicant may request a waiver of this requirement in the Business Assurances & Disclosures Form, which is submitted with the Full Application. Please refer to the Business Assurances & Disclosures Form for guidance on the content and form of the request.

### 4. CONSORTIUM ENTITIES

Consortia, which may include domestic and foreign entities, must designate one member of the consortium as the consortium representative to the Project Team. The consortium representative must be incorporated in the United States. The eligibility of the consortium will be determined by reference to the eligibility of the consortium representative under Section III.A of the FOA. Each consortium must have an internal governance structure and a written set of internal rules. Upon request, the consortium entity must provide a written description of its internal governance structure and its internal rules to the Contracting Officer ([ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov)).

Unincorporated consortia must provide the Contracting Officer with a collaboration agreement, commonly referred to as the articles of collaboration, which sets out the rights and responsibilities of each consortium member. This agreement binds the individual consortium members together and should discuss, among other things, the consortium's:

- Management structure;
- Method of making payments to consortium members;
- Means of ensuring and overseeing members' efforts on the project;
- Provisions for members' cost sharing contributions; and
- Provisions for ownership and rights in intellectual property developed previously or under the agreement.

## **B. COST SHARING**<sup>23</sup>

Applicants are bound by the cost share proposed in their Full Applications.

### **1. BASE COST SHARE REQUIREMENT**

ARPA-E generally uses Cooperative Agreements to provide financial and other support to Prime Recipients (see Section II.B.1 of the FOA). Under a Cooperative Agreement, the Prime Recipient must provide at least 20% of the Total Project Cost<sup>24</sup> as cost share, except as provided in Sections III.B.2 or III.B.3 below.<sup>25</sup>

### **2. INCREASED COST SHARE REQUIREMENT**

Large businesses are strongly encouraged to provide more than 20% of the Total Project Cost as cost share. ARPA-E may consider the amount of cost share proposed by large businesses when selecting applications for award negotiations (see Section V.B.1 of the FOA).

Under a Technology Investment Agreement, the Prime Recipient must provide at least 50% of the Total Project Cost as cost share. ARPA-E may reduce this minimum cost share requirement, as appropriate.

### **3. REDUCED COST SHARE REQUIREMENT**

ARPA-E has reduced the minimum cost share requirement for the following types of projects:

- A domestic educational institution or domestic nonprofit applying as a Standalone Applicant is required to provide at least 5% of the Total Project Cost as cost share.
- Project Teams composed exclusively of domestic educational institutions, domestic nonprofits, and/or FFRDCs are required to provide at least 5% of the Total Project Cost as cost share.
- Project Teams where domestic educational institutions, domestic nonprofits, and/or FFRDCs perform greater than or equal to 80%, but less than 100%, of the total work

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<sup>23</sup> Please refer to Section VI.B.3-4 of the FOA for guidance on cost share payments and reporting.

<sup>24</sup> The Total Project Cost is the sum of the Prime Recipient share and the Federal Government share of total allowable costs. The Federal Government share generally includes costs incurred by GOGOs, FFRDCs, and GOCOs.

<sup>25</sup> Energy Policy Act of 2005, Pub.L. 109-58, sec. 988.

under the funding agreement (as measured by the Total Project Cost) are required to provide at least 10% of the Total Project Cost as cost share. However, any entity (such as a large business) receiving patent rights under a class waiver, or other patent waiver, that is part of a Project Team receiving this reduction must continue to meet the statutory minimum cost share requirement ( 20%) for its portion of the Total Project Cost.

- Projects that do not meet any of the above criteria are subject to the minimum cost share requirements described in Sections III.B.1 and III.B.2 of the FOA.

#### **4. LEGAL RESPONSIBILITY**

Although the cost share requirement applies to the Project Team as a whole, the funding agreement makes the Prime Recipient legally responsible for paying the entire cost share. The Prime Recipient's cost share obligation is expressed in the funding agreement as a static amount in U.S. dollars (cost share amount) and as a percentage of the Total Project Cost (cost share percentage). If the funding agreement is terminated prior to the end of the project period, the Prime Recipient is required to contribute at least the cost share percentage of total expenditures incurred through the date of termination.

The Prime Recipient is solely responsible for managing cost share contributions by the Project Team and enforcing cost share obligations assumed by Project Team members in subawards or related agreements.

#### **5. COST SHARE ALLOCATION**

Each Project Team is free to determine how much each Project Team member will contribute towards the cost share requirement. The amount contributed by individual Project Team members may vary, as long as the cost share requirement for the project as a whole is met.

#### **6. COST SHARE TYPES AND ALLOWABILITY**

Every cost share contribution must be allowable under the applicable Federal cost principles, as described in Section IV.G.1 of the FOA.

Project Teams may provide cost share in the form of cash or in-kind contributions. Cash contributions may be provided by the Prime Recipient or Subrecipients. Allowable in-kind contributions include but are not limited to personnel costs, indirect costs, facilities and administrative costs, rental value of buildings or equipment, and the value of a service, other resource, or third party in-kind contribution. Project Teams may use funding or property received from state or local governments to meet the cost share requirement, so long as the

funding or property was not provided to the state or local government by the Federal Government.

The Prime Recipient may not use the following sources to meet its cost share obligations:

- Revenues or royalties from the prospective operation of an activity beyond the project period;
- Proceeds from the prospective sale of an asset of an activity;
- Federal funding or property (e.g., Federal grants, equipment owned by the Federal Government); or
- Expenditures that were reimbursed under a separate Federal program.

In addition, Project Teams may not use independent research and development (IR&D) funds<sup>26</sup> to meet their cost share obligations under cooperative agreements. However, Project Teams may use IR&D funds to meet their cost share obligations under Technology investment Agreements.

Project Teams may not use the same cash or in-kind contributions to meet cost share requirements for more than one project or program.

Cost share contributions must be specified in the project budget, verifiable from the Prime Recipient's records, and necessary and reasonable for proper and efficient accomplishment of the project. Every cost share contribution must be reviewed and approved in advance by the Contracting Officer and incorporated into the project budget before the expenditures are incurred.

Applicants may wish to refer to 10 C.F.R. parts 600 and 603 for additional guidance on cost sharing, specifically 10 C.F.R. §§ 600.30, 600.123, 600.224, 600.313, and 603.525-555.

## **7. COST SHARE CONTRIBUTIONS BY FFRDCs AND GOGOS**

Because FFRDCs and GOGOs are funded by the Federal Government, costs incurred by FFRDCs and GOGOs generally may not be used to meet the cost share requirement. FFRDCs may contribute cost share only if the contributions are paid directly from the contractor's Management Fee or a non-Federal source.

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<sup>26</sup> As defined in Federal Acquisition Regulation Section 31.205-18.

## 8. COST SHARE VERIFICATION

Applicants are required to provide written assurance of their proposed cost share contributions in their Full Applications.

Upon selection for award negotiations, Applicants are required to provide additional information and documentation regarding their cost share contributions. Please refer to Section VI.B.3 of the FOA for guidance on the requisite cost share information and documentation.

### C. OTHER

#### 1. COMPLIANT CRITERIA

Concept Papers are deemed compliant if:

- The Applicant meets the eligibility requirements in Section III.A of the FOA;
- The Concept Paper complies with the content and form requirements in Section IV.C of the FOA; and
- The Applicant entered all required information, successfully uploaded all required documents, and clicked the “Submit” button in ARPA-E eXCHANGE by the deadline stated in the FOA.

ARPA-E will not review or consider noncompliant Concept Papers, including Concept Papers submitted through other means, Concept Papers submitted after the applicable deadline, and incomplete Concept Papers. A Concept Paper is incomplete if it does not include required information. ARPA-E will not extend the submission deadline for Applicants that fail to submit required information and documents due to server/connection congestion.

Full Applications are deemed compliant if:

- The Applicant submitted a compliant and responsive Concept Paper;
- The Applicant meets the eligibility requirements in Section III.A of the FOA;
- The Full Application complies with the content and form requirements in Section IV.D of the FOA; and

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).

- The Applicant entered all required information, successfully uploaded all required documents, and clicked the “Submit” button in ARPA-E eXCHANGE by the deadline stated in the FOA.

ARPA-E will not review or consider noncompliant Full Applications, including Full Applications submitted through other means, Full Applications submitted after the applicable deadline, and incomplete Full Applications. A Full Application is incomplete if it does not include required information and documents, such as Forms SF-424 and 424A. ARPA-E will not extend the submission deadline for Applicants that fail to submit required information and documents due to server/connection congestion.

Replies to Reviewer Comments are deemed compliant if:

- The Applicant successfully uploaded all required documents to ARPA-E eXCHANGE by the deadline stated in the FOA.

ARPA-E will not review or consider noncompliant Replies to Reviewer Comments, including Replies submitted through other means and Replies submitted after the applicable deadline. ARPA-E will not extend the submission deadline for Applicants that fail to submit required information due to server/connection congestion. ARPA-E will review and consider each compliant and responsive Full Application, even if no Reply is submitted or if the Reply is found to be noncompliant.

## **2. RESPONSIVENESS CRITERIA**

ARPA-E performs a preliminary technical review of Concept Papers and Full Applications. Any “Applications Specifically Not of Interest,” as described in Section I.G of the FOA, are deemed nonresponsive and are not reviewed or considered.

## **3. LIMITATION ON NUMBER OF APPLICATIONS**

ARPA-E is not limiting the number of applications that may be submitted by Applicants. Applicants may submit more than one application to this FOA, provided that each application is scientifically distinct.

## **IV. APPLICATION AND SUBMISSION INFORMATION**

### **A. APPLICATION PROCESS OVERVIEW**

#### **1. REGISTRATION IN ARPA-E eXCHANGE**

The first step in applying to this FOA is registration in ARPA-E eXCHANGE, ARPA-E's online application portal. For detailed guidance on using ARPA-E eXCHANGE, please refer to Section IV.H.1 of the FOA and the "ARPA-E eXCHANGE User Guide" (<https://arpa-e-foa.energy.gov/Manuals.aspx>).

#### **2. CONCEPT PAPERS**

Applicants must submit a Concept Paper by the deadline stated in the FOA. Section IV.C of the FOA provides instructions on submitting a Concept Paper.

ARPA-E performs a preliminary review of Concept Papers to determine whether they are compliant and responsive, as described in Section III.C of the FOA. ARPA-E makes an independent assessment of each compliant and responsive Concept Paper based on the criteria and program policy factors in Sections V.A.1 and V.B.1 of the FOA.

ARPA-E will encourage a subset of Applicants to submit Full Applications. Other Applicants will be discouraged from submitting a Full Application in order to save them the time and expense of preparing an application that is unlikely to be selected for award negotiations. By discouraging the submission of a Full Application, ARPA-E intends to convey its lack of programmatic interest in the proposed project. Such assessments do not necessarily reflect judgments on the merits of the proposed project. Unsuccessful Applicants should continue to submit innovative ideas and concepts to future FOAs.

#### **3. FULL APPLICATIONS**

Applicants must submit a Full Application by the deadline stated in the FOA. Applicants will have approximately 30 days from receipt of the Encourage/Discourage notification to prepare and submit a Full Application. Section IV.D of the FOA provides instructions on submitting a Full Application.

ARPA-E performs a preliminary review of Full Applications to determine whether they are compliant and responsive, as described in Section III.C of the FOA. ARPA-E reviews only compliant and responsive Full Applications.

*Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).*

#### **4. REPLY TO REVIEWER COMMENTS**

Once ARPA-E has completed its review of Full Applications, reviewer comments on compliant and responsive Full Applications are made available to Applicants via ARPA-E eXCHANGE. Applicants may submit an optional Reply to Reviewer Comments, which must be submitted by the deadline stated in the FOA. Section IV.E of the FOA provides instructions on submitting a Reply to Reviewer Comments.

ARPA-E performs a preliminary review of Replies to determine whether they are compliant, as described in Section III.C.1 of the FOA. ARPA-E will review and consider compliant Replies only. ARPA-E will review and consider each compliant and responsive Full Application, even if no Reply is submitted or if the Reply is found to be noncompliant.

#### **5. “DOWN-SELECT” PROCESS**

Once ARPA-E completes its review of Full Applications and Replies to Reviewer Comments, it may, at the Contracting Officer’s discretion, perform a “down-select” of Full Applications. Through a down-select, ARPA-E may obtain additional information from select Applicants through pre-selection meetings, webinars, videoconferences, conference calls, or site visits that can be used to make a final selection determination. ARPA-E will not reimburse Applicants for travel and other expenses relating to pre-selection meetings and site visits, nor will these costs be eligible for reimbursement as pre-award costs.

ARPA-E may select applications for funding and make awards without pre-selection meetings and site visits. Participation in a pre-selection meeting or site visit with ARPA-E does not signify that Applicants have been selected for award negotiations.

#### **6. SELECTION FOR AWARD NEGOTIATIONS**

ARPA-E carefully considers all of the information obtained through the application process and makes an independent assessment of each compliant and responsive Full Application based on the criteria and program policy factors in Sections V.A.2 and V.B.1 of the FOA. ARPA-E may select or not select a Full Application for award negotiations. ARPA-E may also postpone a final selection determination on one or more Full Applications until a later date, subject to availability of funds and other factors. ARPA-E will enter into award negotiations only with selected Applicants.

Applicants are promptly notified of ARPA-E’s selection determination. ARPA-E may stagger its selection determinations. As a result, some Applicants may receive their notification letter in advance of other Applicants. Please refer to Section VI.A of the FOA for guidance on award notifications.

*Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A. Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).*

## 7. MANDATORY WEBINAR

All selected Applicants, including the Principal Investigator and the financial manager for the project, are required to participate in a webinar that is held within approximately one week of the selection notification. During the webinar, ARPA-E officials present important information on the award negotiation process, including deadlines for the completion of certain actions.

### B. APPLICATION FORMS

Required forms for Full Applications are available on ARPA-E eXCHANGE (<https://arpa-e-foa.energy.gov>), including the SF-424, Budget Justification Workbook/SF-424A, and Business Assurances & Disclosures Form. Sample responses to the Business Assurances & Disclosures Form, and a sample Summary Slide, are also available on ARPA-E eXCHANGE. Applicants must use the templates available on ARPA-E eXCHANGE, including the template for the Concept Paper, the template for the Technical Volume of the Full Application, the Technical Milestones and Deliverables - Instructions and Examples, the template for the Summary Slide, the template for the Summary for Public Release, and the template for the Reply to Reviewer Comments.

### C. CONTENT AND FORM OF CONCEPT PAPERS

**The Concept Paper is mandatory** (i.e. in order to submit a Full Application, a compliant and responsive Concept Paper must have been submitted) and must conform to the following requirements:

- The Concept Paper must be submitted in Adobe PDF format.
- The Concept Paper must be written in English.
- All pages must be formatted to fit on 8-1/2 by 11 inch paper with margins not less than one inch on every side. Use Times New Roman typeface, a black font color, and a font size of 12 point or larger (except in figures and tables).
- The Control Number must be prominently displayed on the upper right corner of the header of every page. Page numbers must be included in the footer of every page.

ARPA-E will not review or consider noncompliant and/or nonresponsive Concept Papers (see Section III.C of the FOA).

Each Concept Paper should be limited to a single concept or technology. Unrelated concepts and technologies should not be consolidated into a single Concept Paper.

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).

Concept Papers must conform to the following content and form requirements, including maximum page lengths, described below. If Applicants exceed the maximum page lengths indicated below, ARPA-E will review only the authorized number of pages and disregard any additional pages.

A fillable Concept Paper template is available on ARPA-E eXCHANGE at <https://arpa-e-foa.energy.gov>.

SECTION	PAGE LIMIT	DESCRIPTION
<b>Technology Description</b>	<b>2 pages maximum</b>	<ul style="list-style-type: none"> <li>• Applicants should indicate whether they are proposing a complete measurement system or a partial measurement solution</li> <li>• Applicants for Category of Interest 1 (Complete Measurement System) should describe:               <ul style="list-style-type: none"> <li>○ The proposed system solution, including its basic operating principles and how it is unique and innovative;</li> <li>○ The gas sensing technology, including any novel features, sensitivity, and selectivity;</li> <li>○ Any other sensors required (wind speed, wind direction, etc.), including a description of any novel features;</li> <li>○ The system’s target level of performance (Applicants should provide technical data or other support to show how the proposed targets could be met);</li> <li>○ The current state-of-the-art related to their systems approach, including key shortcomings, limitations, and challenges;</li> <li>○ How the proposed system will overcome the shortcomings, limitations, and challenges;</li> <li>○ The technical maturity of the system concept, highlighting novel and high-risk elements;</li> <li>○ The data analytics approach to estimate the leakage rate and approximate location of the leak;</li> <li>○ The approach to data quality control;</li> <li>○ The approach to wireless digital communication; and</li> <li>○ A description of the approach to any “enhanced capability”.</li> </ul> </li> <li>• Applicants for Category of Interest 2 (Partial Measurement Solutions) should describe:               <ul style="list-style-type: none"> <li>○ The partial solution proposed, including its basic operating principles and how it is unique and innovative;</li> <li>○ How the partial solution would be enabling to the overall goals</li> </ul> </li> </ul>

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		<p>of the MONITOR program;</p> <ul style="list-style-type: none"> <li>○ The technology’s target level of performance (Applicants should provide technical data or other support to show how the proposed targets could be met);</li> <li>○ The current state-of-the-art related to the technology, including key shortcomings, limitations, and challenges;</li> <li>○ How the proposed technology will overcome the shortcomings, limitations, and challenges;</li> <li>○ The technical maturity of the concept, highlighting novel and high-risk elements; and</li> <li>○ Any “enhanced capability” that the partial solution would provide to a measurement system.</li> </ul>
<b>System Diagram</b>	<b>1 page maximum</b>	<ul style="list-style-type: none"> <li>• Applicants for Category of Interest 1 (Complete Measurement System) should provide a system level diagram that includes all major system components and displays how they would be deployed on the well site.</li> <li>• Applicants for Category of Interest 2 (Partial Measurement Solutions) should provide a system level diagram of a hypothetical complete system that takes advantage of the partial solution.</li> </ul>
<b>Cost Table</b>	<b>1 page maximum</b>	<ul style="list-style-type: none"> <li>• Applicants for Category of Interest 1 (Complete Measurement System) should provide a table which estimates the annual operating cost of the system. This should include a breakdown of the system’s capital cost, annual operating cost, and system life; these should then be combined to estimate the annual cost of measurement.</li> <li>• Applicants for Category of Interest 2 (Partial Measurement Solutions) should provide a table that estimates the annual operating cost of a complete system that utilizes the partial solution; this will require specification of a hypothetical complete system that takes advantage of the partial solution. This should include a breakdown of the system’s capital cost, annual operating cost, and system life; these should then be combined to estimate the annual cost of measurement. If a partial solution does not support this direct cost estimation, the benefits and their potential impact on the cost of measurement should be discussed as completely quantitatively as possible</li> </ul>
<b>Addendum</b>	<b>2 pages maximum</b>	<ul style="list-style-type: none"> <li>• Applicants may provide graphs, charts, or other data to supplement their Technology Description.</li> <li>• Applicants are required to describe succinctly the qualifications, experience, and capabilities of the proposed Project Team, including: <ul style="list-style-type: none"> <li>○ Whether the Principal Investigator (PI) and Project Team have the skill and expertise needed to successfully execute the project plan;</li> </ul> </li> </ul>

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		<ul style="list-style-type: none"> <li>○ Whether the Applicant has prior experience which demonstrates an ability to perform R&amp;D tasks of similar risk and complexity;</li> <li>○ Whether the Applicant has worked together with its teaming partners on prior projects or programs; and</li> <li>○ Whether the Applicant has adequate access to equipment and facilities necessary to accomplish the R&amp;D effort and/or clearly explain how it intends to obtain access to necessary equipment and facilities.</li> </ul>
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**D. CONTENT AND FORM OF FULL APPLICATIONS**

Full Applications must conform to the following requirements:

- Each document must be submitted in the file format prescribed below.
- All Full Applications must be written in English.
- All pages must be formatted to fit on 8-1/2 by 11 inch paper with margins not less than one inch on every side. Use Times New Roman typeface, a black font color, and a font size of 12 point or larger (except in figures and tables).
- The Control Number must be prominently displayed on the upper right corner of the header of every page. Page numbers must be included in the footer of every page.

ARPA-E will not review or consider noncompliant and/or nonresponsive Full Applications (see Section III.C of the FOA).

Each Full Application should be limited to a single concept or technology. Unrelated concepts and technologies should not be consolidated in a single Full Application.

Component	Required Format	Description and Information
<b>Technical Volume</b>	PDF	The centerpiece of the Full Application. Provides a detailed description of the proposed R&D project and Project Team. See the Technical Volume template available on ARPA-E eXCHANGE ( <a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a> ).
<b>SF-424</b>	PDF	Application for Federal Assistance ( <a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a> )
<b>Budget Justification Workbook/SF-424A</b>	XLS	Budget Information – Non-Construction Programs ( <a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a> )

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A. Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).

<b>Technical Milestones and Deliverables</b>	PDF	Applicants must use the Technical Milestones and Deliverables – Instructions and Examples available on ARPA-E eXCHANGE ( <a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a> ) for the Technical Milestones and Deliverables.
<b>Summary for Public Release</b>	PDF	Short summary of the proposed R&D project. Intended for public release. Applicants must complete the Summary for Public Release template available on ARPA-E eXCHANGE ( <a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a> ).
<b>Summary Slide</b>	PPT	A four-panel project slide summarizing different aspects of the proposed R&D project. Applicants must complete the Summary Slide template available on ARPA-E eXCHANGE ( <a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a> ). A sample Summary Slide is also available on ARPA-E eXCHANGE.
<b>Business Assurances &amp; Disclosures Form</b>	PDF	Requires the Applicant to make responsibility disclosures and disclose potential conflicts of interest within the Project Team. Requires the Applicant to describe the additionality and risks associated with the proposed project, disclose applications for funding currently pending with Federal and non-Federal entities, and disclose funding from Federal and non-Federal entities for work in the same technology area as the proposed R&D project. If the Applicant is a FFRDC, requires the Applicant to provide written authorization from the cognizant Federal agency and, if a DOE/NNSA FFRDC, a Field Work Proposal. Allows the Applicant to request a waiver or modification of the Performance of Work in the United States requirement and/or the Technology Transfer & Outreach (TT&O) spending requirement. This form is available on ARPA-E eXCHANGE at <a href="https://arpa-e-foa.energy.gov">https://arpa-e-foa.energy.gov</a> . A sample response to the Business Assurances & Disclosures Form is also available on ARPA-E eXCHANGE.

ARPA-E provides detailed guidance on the content and form of each component below.

## 1. FIRST COMPONENT: TECHNICAL VOLUME

The Technical Volume must be submitted in Adobe PDF format. A Technical Volume template is available at <https://arpa-e-foa.energy.gov>. The Technical Volume must conform to the following content and form requirements, including maximum page lengths. If Applicants exceed the maximum page lengths indicated below, ARPA-E will review only the authorized number of pages and disregard any additional pages.

Applicants must provide sufficient citations and references to the primary research literature to justify the claims and approaches made in the Technical Volume. ARPA-E and reviewers may review primary research literature in order to evaluate applications. However, ARPA-E and reviewers are under no obligation to review cited sources (e.g., Internet websites).

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<u>SECTION</u>	<u>PAGE LIMIT</u>	<u>DESCRIPTION</u>
<b>Technical Approach</b>	1 page max.	<ul style="list-style-type: none"> <li>• Provide a concise summary of the proposed R&amp;D project. The summary should be written for a technically literate, but non-specialist, audience.</li> <li>• Clearly state the Technical Category (1 or 2) that is addressed by the proposed technology.</li> </ul>
<b>R&amp;D Tasks</b>	1 page max.	<ul style="list-style-type: none"> <li>• Describe succinctly:               <ul style="list-style-type: none"> <li>○ The purpose of the proposed R&amp;D project,</li> <li>○ The underlying hypothesis(es)/technical concept(s) guiding the approach, and</li> <li>○ A list of the tasks the research team will undertake and accomplish to achieve this purpose.</li> </ul> </li> </ul>
<b>System Diagram</b>	1 page max	<ul style="list-style-type: none"> <li>• Applicants for Category of Interest 1 (Complete Measurement System) should provide a system level diagram that includes all major system components and displays how they would be deployed on the well site.</li> <li>• Applicants for Category of Interest 2 (Partial Measurement Solutions) should provide a system level diagram of a hypothetical complete system that takes advantage of the partial solution.</li> </ul>
<b>Sensing Component Diagram(s)</b>	2 pages max	<ul style="list-style-type: none"> <li>• Applicants for Category of Interest 1 or 2 should provide an additional diagram or diagrams that graphically represent the gas sensing approach</li> </ul>
<b>R&amp;D Strategy</b>	15 pages max.	<ul style="list-style-type: none"> <li>• Applicants are <u>required</u> to describe each of the following aspects of their proposal. Applicants should present supporting references, data, calculations, estimates, and/or projections to justify each set of claims, explicitly stating any variables and assumptions.               <ul style="list-style-type: none"> <li>○ <u>Innovation and Impact</u> – Describe and justify:                   <ul style="list-style-type: none"> <li>▪ the performance of current state-of-the-art technology solutions in the application area addressed,</li> <li>▪ how the proposed solution is a departure from currently available technology and differs from others under investigation in the field,</li> <li>▪ the performance of the proposed solution, and the extent to which it represents a significant advance relative to the state of the art,</li> <li>▪ the impact of the proposed solution on system-level performance metrics, including justification for any adverse effects on system performance,</li> <li>▪ how the anticipated cost of the proposed solution compares with currently available technology, and the extent to which the solution can achieve a disruptive cost-performance learning curve relative to the state of the art</li> <li>▪ the extent to which the technology benefits, if realized, will translate into substantial impact on one or more ARPA-E mission areas.</li> </ul> </li> <li>○ <u>Feasibility</u> – Describe and justify:                   <ul style="list-style-type: none"> <li>▪ the feasibility of the proposed technology solution, and</li> </ul> </li> </ul> </li> </ul>

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		<p>capability of achieving the cost and performance targets at scale (i.e. large-volume/high-throughput scenario)</p> <ul style="list-style-type: none"> <li>○ <u>Performance Team</u> – Describe succinctly: <ul style="list-style-type: none"> <li>▪ the members of the proposed research team, and</li> <li>▪ why the proposed team is uniquely qualified to carry out the proposed research. Synopses of past research accomplishments are insufficient to demonstrate that a team is “uniquely qualified.” Applicants are required to identify the unique combination of training and experience that make the proposed team uniquely qualified to successfully execute the proposed project. Preference will be given to multidisciplinary teams where different Project Team members complement each other and have expertise in different aspects of the technology.</li> </ul> </li> </ul>
<b>Cost Table</b>	1 page max	<ul style="list-style-type: none"> <li>• Applicants for Category of Interest 1 (Complete Measurement System) should provide a table which estimates the annual operating cost of the system. This should include a breakdown of the system’s capital cost, annual operating cost, and system life; these should then be combined to estimate the annual cost of measurement.</li> <li>• Applicants for Category of Interest 2 (Partial Measurement Solutions) should provide a table that estimates the annual operating cost of a complete system that utilizes the partial solution; this will require specification of a hypothetical complete system that takes advantage of the partial solution. This should include a breakdown of the system’s capital cost, annual operating cost, and system life; these should then be combined to estimate the annual cost of measurement. If a partial solution does not support this direct cost estimation, the benefits and their potential impact on the cost of measurement should be discussed as completely quantitatively as possible</li> </ul>
<b>Cost table support / justification</b>	2 pages max	<ul style="list-style-type: none"> <li>• Applicants should describe the assumptions and approach used in calculation of the annual cost documented in the Cost Table.</li> </ul>
<b>Detection limit analysis</b>	2 pages max	<ul style="list-style-type: none"> <li>• The applicant should provide the results of a quantitative analysis that establishes the lower detection limit required of the proposed system. This should consider the targeted leak rate (6 SCFM), the site layout, the wind profile at the site, and the proposed deployment method.</li> </ul>
<b>Sensing Technology Tutorial - Optional</b>	Option 2 pages max	<ul style="list-style-type: none"> <li>• Applicants are encouraged to provide a tutorial on the gas sensing technology proposed. This is intended as an aid to reviewers who may not be familiar with the particular technique. This does not need to be original work and can be drawn from other sources, although proper citation should be provided.</li> </ul>
<b>Technology-to-Market Strategy</b>	2 pages max.	<ul style="list-style-type: none"> <li>• ARPA-E supports energy technology R&amp;D projects for a limited period of time at critical high-risk points in the technology development cycle. ARPA-E technologies <i>are not required</i> to achieve commercial deployment by the end of the project period; however, funded projects must be on a reasonable path toward making substantive impact on ARPA-E’s mission areas through commercial adoption and eventual wide-scale market deployment. If known, please describe: <ul style="list-style-type: none"> <li>○ How the proposed technology is expected to transition from the lab to</li> </ul> </li> </ul>

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		<p>deployment and adoption. Please include: description of the expected product, potential near-term and long-term markets of entry, likely commercialization approach (startup, license, etc.), specific organizations expected to be involved in the transition of the technology (partners, customers, etc.), expected timeline for commercialization;</p> <ul style="list-style-type: none"> <li>○ Manufacturing and scalability risks associated with technology;</li> <li>○ Resource needs for the next phase of development that follows the end of the ARPA-E project; and</li> <li>○ Why the proposed research is not being pursued by industry today.</li> <li>○ Applicants are required to estimate the potential materials and manufacturing costs of the proposed technology to justify the technology's potential to approach, meet, or exceed the cost targets given in each FOA. In making these estimations, Applicants must describe the manufacturing approaches that will most likely scale up the proposed technologies.</li> </ul>
<p><b>Budget Summary</b></p>	<p>2 pages max.</p>	<ul style="list-style-type: none"> <li>● Applicants are required to provide a two-page budget summary, broken down by milestones. The summaries must conform to the following guidelines: <ul style="list-style-type: none"> <li>○ The budget summary should be clearly associated with the milestones outlined as part of the Technical R&amp;D Plan and reflect quarterly progress on the proposed project.</li> <li>○ All major equipment purchases must be included in the budget summary. For equipment acquired as part of the proposed R&amp;D project, state the proposed disposition of the equipment after the project's completion. Specifically, state if the useful life of the equipment will correlate with its authorized purpose under the proposed project.</li> <li>○ If costs are less than would normally be expected due to large amounts of previous R&amp;D work done by one or more members of the research team, please describe and explain accordingly.</li> <li>○ Applicants are required to estimate the potential materials and manufacturing costs of the proposed technology to justify the technology's potential to approach, meet, or exceed the cost targets given in each FOA. In making these estimations, Applicants must describe the manufacturing approaches that will most likely scale up the proposed technologies.</li> </ul> </li> </ul>
<p><b>Qualifications, Experience, and Capabilities</b></p>	<p>For each PQS, 3 pages max.</p>	<ul style="list-style-type: none"> <li>● Applicants are required to provide a Personal Qualification Summary (PQS) for the PI and each Key Participant.<sup>27</sup> Each PQS is limited to <u>3 pages maximum</u>. <u>Curriculum vitae will not be considered</u>. Each PQS must include: <ul style="list-style-type: none"> <li>○ Education/training,</li> <li>○ Employment history,</li> <li>○ Awards and honors,</li> <li>○ Up to 10 peer-reviewed publications specifically related to the proposed R&amp;D project,</li> </ul> </li> </ul>

<sup>27</sup> A Key Participant is any individual who would contribute in a substantive, measurable way to the execution of the proposed project.

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		<ul style="list-style-type: none"> <li>○ Up to 10 other peer-reviewed publications demonstrating capabilities in the broad field, and</li> <li>○ Up to 10 non-peer reviewed publications and patents demonstrating capabilities in the broad field.</li> </ul>
<b>Participating Organizations</b>	1 page max.	<ul style="list-style-type: none"> <li>● Describe succinctly why each proposed organization is qualified to accomplish their portion of the proposed R&amp;D project. Please describe the Project Team's unique qualifications, expertise, equipment, or facilities that will facilitate the successful completion of the proposed project.</li> </ul>
<b>Prior Collaboration</b>	1 page max.	<ul style="list-style-type: none"> <li>● Describe succinctly: <ul style="list-style-type: none"> <li>○ any prior projects, programs, and initiatives on which the Project Team has collaborated;</li> <li>○ the roles of each Project Team member in the project, program, or initiative;</li> <li>○ whether the project, program, or initiative was ultimately successful; and</li> <li>○ any management, intellectual property, or other issues that arose within the Project Team and how they were resolved.</li> </ul> </li> </ul>
<b>Management Plan</b>	1 page max.	<ul style="list-style-type: none"> <li>● An effective management plan is essential to ensure continuous effective communication between performance members. Describe succinctly: <ul style="list-style-type: none"> <li>○ The roles of each Project Team member;</li> <li>○ Any critical handoffs/interdependencies between Project Team members;</li> <li>○ The technical (i.e., decision-making based on technical understanding of the problem) and management (i.e., monitoring different elements of the project and technology to ensure that it is well-integrated) aspects of the Management Plan and the role of the PI.</li> </ul> </li> </ul>
<b>Multi-Investigator Projects</b>	2 pages max.	<ul style="list-style-type: none"> <li>● Roles of Participants: For multi-organizational or multi-investigator projects, describe succinctly: <ul style="list-style-type: none"> <li>○ The roles and the work to be performed by each PI and Key Participant;</li> <li>○ Business agreements between the Applicant and each PI and Key Participant; and</li> <li>○ How the various efforts will be integrated and managed.</li> </ul> </li> <li>● Multiple PIs: Standalone Applicants and Project Teams are required to disclose if the project will include multiple PIs. If multiple PIs will be designated, identify the Contact PI/Project Coordinator, and provide a "Coordination and Management Plan" that describes the organization structure of the project as it pertains to the designation of multiple PIs. This plan should include: <ul style="list-style-type: none"> <li>○ Process for making decisions on scientific/technical direction;</li> <li>○ Publication arrangements;</li> <li>○ Intellectual property issues;</li> <li>○ Communication plans;</li> <li>○ Procedures for resolving conflicts; and</li> <li>○ PIs' roles and administrative, technical, and scientific responsibilities for the project.</li> </ul> </li> </ul>
<b>Intellectual Property</b>	No page	<ul style="list-style-type: none"> <li>● Describe specifically: <ul style="list-style-type: none"> <li>○ Existing intellectual property that will be used to develop the new</li> </ul> </li> </ul>

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<b>Strategy</b>	limit	intellectual property; <ul style="list-style-type: none"><li>○ New intellectual property and data that will be created as part of this effort;</li><li>○ How the intellectual property strategy will increase the probability that the proposed transformational technology will reach the market and widely penetrate the installed base; and</li><li>○ The plan for disposition/ownership of the intellectual property, including intellectual property agreements or memorandums of understanding between Project Team members.</li></ul>
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## 2. SECOND COMPONENT: SF-424

The SF-424 must be submitted in Adobe PDF format. This form is available on ARPA-E eXCHANGE at <https://arpa-e-foa.energy.gov>.

The SF-424 includes instructions for completing the form. Applicants are required to complete all required fields in accordance with the instructions.

Prime Recipients and Subrecipients are required to complete SF-LLL (Disclosure of Lobbying Activities), available at <http://www.whitehouse.gov/sites/default/files/omb/grants/sflllin.pdf>, if any non-Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with your application or funding agreement. The completed SF-LLL must be appended to the SF-424.

ARPA-E provides the following supplemental guidance on completing the SF-424:

- Each Project Team should submit only one SF-424 (i.e., a Subrecipient should not submit a separate SF-424).
- Assume a project start date of ~~[DATE]~~ March 1, 2015, or as negotiated.
- The list of certifications and assurances in Block 21 can be found at <http://energy.gov/management/downloads/certifications-and-assurances-use-sf-424>.
- The dates and dollar amounts on the SF-424 are for the entire project period (from the project start date to the project end date), not a portion thereof.

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
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### 3. THIRD COMPONENT: BUDGET JUSTIFICATION WORKBOOK/SF-424A

Applicants are required to complete the Budget Justification Workbook/SF-424A Excel spreadsheet. This form is available on ARPA-E eXCHANGE at <https://arpa-e-foa.energy.gov>. Prime Recipients must complete each tab of the Budget Justification Workbook for the project as a whole, including all work to be performed by the Prime Recipient and its Subrecipients and Contractors, and provide all requested documentation (e.g., a Federally-approved forward pricing rate agreement, Defense Contract Audit Agency or Government Audits and Reports, if available). The SF-424A form included with the Budget Justification Workbook will “auto-populate” as the Applicant enters information into the Workbook. Applicants must carefully read the “Instructions and Summary” tab provided within the Budget Justification Workbook.

Subrecipient information must be submitted as follows:

- Each Subrecipient incurring greater than or equal to 10% of the Total Project Cost must complete a separate Budget Justification workbook to justify its proposed budget. These worksheets must be inserted as additional sheets within in the Prime Recipient’s Budget Justification.
- Subrecipients incurring less than 10% of the Total Project Cost are not required to complete a separate Budget Justification workbook. However, such Subrecipients are required to provide supporting documentation to justify their proposed budgets. At a minimum, the supporting documentation must show which tasks/subtasks are being performed, the purpose/need for the effort, and a sufficient basis for the estimated costs.

ARPA-E provides the following supplemental guidance on completing the Budget Justification Workbook/SF-424A:

- Applicants may request funds under the appropriate object class category tabs as long as the item and amount requested are necessary to perform the proposed work, meet all the criteria for allowability under the applicable Federal cost principles, and are not prohibited by the funding restrictions described herein.
- If Patent costs are requested, they must be included in the Applicant’s proposed budget (see Section IV.G.3 of the FOA for more information on Patent Costs).
- Unless a waiver is granted by the Contracting Officer, each Project Team must spend at least 5% of the Federal funding (i.e., the portion of the award that does not include the

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recipient's cost share) on Technology Transfer & Outreach (TT&O) activities to promote and further the development and deployment of ARPA-E-funded technologies. In addition, Project Teams may not expend more than 5% of the Total Project Cost on TT&O activities without the prior approval of the Contracting Officer (see Section IV.G.8 of the FOA).

- All TT&O costs requested must be included in the Applicant's proposed budget and identified as TT&O costs in the Budget Justification Workbook/SF-424A with the costs being requested under the "Other" budget category. All budgeted activities must relate to achieving specific objectives, technical milestones and deliverables outlined in the Technical Milestones and Deliverables.
- For pricing purposes, assume a project start date of [DATE] March 1, 2015, or as negotiated.
- For more information, please refer to the ARPA-E Budget Justification Guidance document at <https://arpa-e-foa.energy.gov>.

#### **4. FOURTH COMPONENT: TECHNICAL MILESTONES AND DELIVERABLES**

Applicants must submit proposed Technical Milestones and Deliverables in one combined PDF document. The Technical Milestones and Deliverables include (1) a statement of project objectives, (2) a schedule for the work proposed in the "R&D Tasks" section of the Technical Volume, and (3) a set of detailed descriptions of the technical Tasks, Sub-Tasks, Milestones, and Deliverables. Please refer to the "Technical Milestones and Deliverables – Instructions and Examples" document available on ARPA-E eXCHANGE (<https://arpa-e-foa.energy.gov>) for guidance on preparing the Technical Milestones and Deliverables.

The Technical Milestones and Deliverables help focus effort and resources on critical path technology components. The technical Tasks, Sub-Tasks, Milestones, and Deliverables should provide a clear path to completion of the R&D Tasks and be as quantitative and specific as possible, clearly indicating the techniques and assumptions used to determine their achievement. ARPA-E evaluates the progress of a project by comparing actual progress of completing Tasks and Sub-Tasks to predetermined technical milestones and deliverables.

End-of-Project or other milestones may be subject to independent measurement or verification. ARPA-E Program Directors may require revisions to proposed Technical Milestones and Deliverables during award negotiations. In addition, ARPA-E Program Directors may redirect, discontinue, or terminate projects that fail to achieve predetermined Technical Milestones and Deliverables.

## **5. FIFTH COMPONENT: SUMMARY FOR PUBLIC RELEASE**

Applicants are required to provide a one-page Summary for Public Release. A Summary for Public Release template is available on ARPA-E eXCHANGE (<https://arpa-e-foa.energy.gov>). The Summary for Public Release must be submitted in Adobe PDF format. This summary should not include any confidential, proprietary, or privileged information. The summary should be written for a lay audience (e.g., general public, media, Congress) using plain English.

## **6. SIXTH COMPONENT: SUMMARY SLIDE**

Applicants are required to provide a single PowerPoint slide summarizing the proposed project. The slide must be submitted in Microsoft PowerPoint format. This slide is used during the evaluation process. A summary slide template is available on ARPA-E eXCHANGE (<https://arpa-e-foa.energy.gov>). A sample summary slide is also available on ARPA-E eXCHANGE. Applicants must use the Summary Slide template to complete their Summary Slide.

The Summary Slide template requires the following information:

- a technology summary;
- a description of the technology's impact;
- proposed targets;
- any key graphics (illustrations, charts and/or tables);
- the project's key idea/takeaway;
- project title and Principal Investigator information; and
- requested ARPA-E funds and proposed applicant cost share.

## **7. SEVENTH COMPONENT: BUSINESS ASSURANCES & DISCLOSURES FORM**

Applicants are required to complete a Business Assurances & Disclosures Form. The form must be submitted in Adobe PDF format. This form is available on ARPA-E eXCHANGE at <https://arpa-e-foa.energy.gov>. A sample response to the Business Assurances & Disclosures Form is also available on ARPA-E eXCHANGE.

In the Business Assurances & Disclosures Form, the Applicant is required to:

- Disclose conditions bearing on responsibility, such as criminal convictions and Federal tax liability;
- Disclose potential conflicts of interest within the Project Team;

*Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).*

- If the Applicant is a FFRDC, submit written authorization from the cognizant Federal agency; and
- If the Applicant is a DOE/NNSA FFRDC, submit a Field Work Proposal.

In addition, ARPA-E is required by statute to “accelerat[e] transformational technological advances in areas that industry is by itself not likely to undertake because of technical and financial uncertainty.”<sup>28</sup> In accordance with ARPA-E’s statutory mandate, the Applicant is required to:

- Describe the additionality and risks associated with the proposed R&D project;
- Disclose any applications for the same project or related work currently pending with any Federal or non-Federal entities; and
- Disclose all funding for work in the same technology area as the proposed project received from any Federal or non-Federal entity within the last 5 years.

Finally, the Applicant may use the Business Assurances & Disclosures Form to:

- Request authorization to perform some work overseas; and
- Request a waiver of the TT&O spending requirement.

#### **E. CONTENT AND FORM OF REPLIES TO REVIEWER COMMENTS**

Written feedback on Full Applications is made available to Applicants before the submission deadline for Replies to Reviewer Comments. Applicants have a brief opportunity to prepare a short Reply to Reviewer Comments responding to one or more comments or supplementing their Full Application. A fillable Reply to Reviewer Comments template is available on ARPA-E eXCHANGE (<https://arpa-e-foa.energy.gov>). Applicants must use this Reply to Reviewer Comments template to complete their Reply to Reviewer Comments.

Replies to Reviewer Comments must conform to the following requirements:

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<sup>28</sup> America COMPETES Act, Pub. L. No. 110-69, § 5012 (2007), as amended (codified at 42 U.S.C. § 16538).

- The Reply to Reviewer Comments must be submitted in Adobe PDF format.
- The Reply to Reviewer Comments must be written in English.
- All pages must be formatted to fit on 8-1/2 by 11 inch paper with margins not less than one inch on every side. Use Times New Roman typeface, a black font color, and a font size of 12 points or larger (except in figures and tables).
- The Control Number must be prominently displayed on the upper right corner of the header of every page. Page numbers must be included in the footer of every page.

ARPA-E will not review or consider noncompliant Replies to Reviewer Comments (see Section III.C.1 of the FOA). ARPA-E will review and consider each compliant and responsive Full Application, even if no Reply is submitted or if the Reply is found to be noncompliant.

Replies to Reviewer Comments must conform to the following content and form requirements, including maximum page lengths, described below. If a Reply to Reviewer Comments is more than three pages in length, ARPA-E will review only the first three pages and disregard any additional pages.

SECTION	PAGE LIMIT	DESCRIPTION
Text	2 pages maximum	<ul style="list-style-type: none"><li>• Applicants may respond to one or more reviewer comments or supplement their Full Application.</li></ul>
Images	1 page maximum	<ul style="list-style-type: none"><li>• Applicants may provide graphs, charts, or other data to respond to reviewer comments or supplement their Full Application.</li></ul>

#### **F. INTERGOVERNMENTAL REVIEW**

This program is not subject to Executive Order 12372 (Intergovernmental Review of Federal Programs).

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
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## **G. FUNDING RESTRICTIONS**

### **1. ALLOWABLE COSTS**

All expenditures must be allowable, allocable, and reasonable in accordance with the applicable Federal cost principles. ARPA-E has listed the Federal cost principles for different categories of Applicants at <http://arpa-e.energy.gov/arpa-e-site-page/post-award-guidance>.

### **2. PRE-AWARD COSTS**

ARPA-E will not reimburse any pre-award costs incurred by Applicants before they are selected for award negotiations. Please refer to Section VI.A of the FOA for guidance on award notices.

Upon selection for award negotiations, Applicants may incur pre-award costs at their own risk, consistent with the requirements in 10 C.F.R. part 600 and other Federal laws and regulations. ARPA-E generally does not accept budgets as submitted with the Full Application. Budgets are typically reworked during award negotiations. ARPA-E is under no obligation to reimburse pre-award costs if, for any reason, the Applicant does not receive an award or the award is made for a lesser amount than the Applicant expected, or if the costs incurred are not allowable, allocable, or reasonable.

Given the uncertainty of award negotiations, it is strongly recommended that Prime Recipients and Subrecipients consult with the Contracting Officer ([ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov)) before incurring any pre-award costs.

Please refer to the "Applicants' Guide to ARPA-E Award Negotiations" (<http://arpa-e.energy.gov/sites/default/files/documents/files/Applicants%20Guide%20to%20ARPA-E%20Award%20Negotiations%20Nov2012.pdf>) for additional guidance on pre-award costs.

### **3. PATENT COSTS**

ARPA-E will fully reimburse the following types of patent costs:

- Cost of preparing and submitting invention disclosures to ARPA-E and DOE;

- Cost of searching the art to the extent reasonable and necessary to make invention disclosures to ARPA-E and DOE, as required by Attachment 2 to the funding agreement; and
- Cost of preparing the reports and other documents required by Attachment 2 to the funding agreement.

ARPA-E will reimburse up to \$30,000 in costs and fees incurred in preparing and filing domestic and foreign patents. The Prime Recipient may request a waiver of the \$30,000 cap. Because all patent costs are considered to be Technology Transfer & Outreach (TT&O) costs (see Section IV.G.8 of the FOA below), the waiver request is subject to review by the ARPA-E Program Director and approval by the Contracting Officer.

#### **4. CONSTRUCTION**

ARPA-E generally does not fund projects that involve major construction. Recipients are required to obtain written authorization from the Contracting Officer before incurring any major construction costs.

#### **5. FOREIGN TRAVEL**

ARPA-E generally does not fund projects that involve foreign travel. Recipients are required to obtain written authorization from the Contracting Officer before incurring any foreign travel costs and provide trip reports with their reimbursement requests.

#### **6. PERFORMANCE OF WORK IN THE UNITED STATES**

ARPA-E strongly encourages interdisciplinary and cross-sectoral collaboration spanning organizational boundaries. Such collaboration enables the achievement of scientific and technological outcomes that were previously viewed as extremely difficult, if not impossible.

ARPA-E requires all work under ARPA-E funding agreements to be performed in the United States – i.e., Prime Recipients must expend 100% of the Total Project Cost in the United States. However, Applicants may request a waiver of this requirement where their project would materially benefit from, or otherwise requires, certain work to be performed overseas.

Applicants seeking a waiver of this requirement are required to include an explicit request in the Business Assurances & Disclosures Form, which is part of the Full Application submitted to

ARPA-E. Such waivers are granted where there is a demonstrated need, as determined by ARPA-E.

## **7. PURCHASE OF NEW EQUIPMENT**

All new equipment purchased under ARPA-E funding agreements must be made or manufactured in the United States, to the maximum extent practicable. This requirement does not apply to used or leased equipment. Project Teams may purchase foreign-made equipment where comparable domestic equipment is not reasonably available.

## **8. TECHNOLOGY TRANSFER AND OUTREACH**

By law, ARPA-E is required to contribute a percentage of appropriated funds to Technology Transfer and Outreach (TT&O) activities. In order to meet this mandate every Project Team must spend at least 5% of the Federal funding (i.e., the portion of the award that does not include the recipient's cost share) provided by ARPA-E on TT&O activities to promote and further the development and deployment of ARPA-E-funded technologies. Project Teams may not expend more than 5% of the Total Project Cost on TT&O activities without the prior approval of the Contracting Officer. Project Teams must also seek a waiver from the Contracting Officer to spend less than the minimum 5% TT&O expenditure requirement.

All TT&O expenditures are subject to the applicable Federal cost principles, as described in Section IV.G.1 of the FOA. Examples of TT&O expenditures are as follows:

- Documented travel and registration for the ARPA-E Energy Innovation Summit and other energy-related conferences and events;
- Documented travel to meet with potential suppliers, partners, or customers;
- Documented work by salaried or contract personnel to develop technology-to-market models or plans;
- Documented costs of acquiring industry-accepted market research reports; and
- Approved patent costs.

ARPA-E will not reimburse the following types of TT&O expenditures, which do not comply with Federal cost principles.

- Meals or entertainment;

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- Gifts to potential suppliers, partners, or customers;
- TT&O activities that do not relate to the ARPA-E-funded technologies or to at least one objective in the Technical Milestones and Deliverables;
- Undocumented TT&O activities; and
- TT&O activities unrelated and/or unallocable to the subject award.

Applicants may seek a waiver of the TT&O requirement by including an explicit request in the Business Assurances & Disclosures Form. Please refer to the Business Assurances & Disclosures Form for guidance on the content and form of the waiver request. ARPA-E may waive or modify the TT&O requirement, as appropriate.

For information regarding incorporation of TT&O costs into budget documentation, see Section IV.D.3 of the FOA.

Please refer to the “Applicants’ Guide to ARPA-E Award Negotiations” (<http://arpa-e.energy.gov/sites/default/files/documents/files/Applicants%20Guide%20to%20ARPA-E%20Award%20Negotiations%20Nov2012.pdf>) for additional guidance on TT&O requirements.

## **9. LOBBYING**

Prime Recipients and Subrecipients may not use any Federal funds, directly or indirectly, to influence or attempt to influence, directly or indirectly, congressional action on any legislative or appropriation matters pending before Congress, other than to communicate to Members of Congress as described in 18 U.S.C. § 1913. This restriction is in addition to those prescribed elsewhere in statute and regulation.

Prime Recipients and Subrecipients are required to complete and submit SF-LLL, “Disclosure of Lobbying Activities” (<http://www.whitehouse.gov/sites/default/files/omb/grants/sflllin.pdf>) if any non-Federal funds have been paid or will be paid to any person for influencing or attempting to influence any of the following in connection with your application:

- An officer or employee of any Federal agency,
- A Member of Congress,

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- An officer or employee of Congress, or
- An employee of a Member of Congress.

## **10. CONFERENCE SPENDING**

Prime Recipients and Subrecipients may not use any Federal funds to:

- Defray the cost to the United States Government of a conference held by any Executive branch department, agency, board, commission, or office which is not directly and programmatically related to the purpose for which their ARPA-E award is made and for which the cost to the United States Government is more than \$20,000; or
- To circumvent the required notification by the head of any such Executive Branch department, agency, board, commission, or office to the Inspector General (or senior ethics official for any entity without an Inspector General), of the date, location, and number of employees attending such a conference.

## **H. OTHER SUBMISSION REQUIREMENTS**

### **1. USE OF ARPA-E eXCHANGE**

To apply to this FOA, Applicants must register with ARPA-E eXCHANGE (<https://arpa-e-foa.energy.gov/Registration.aspx>). Concept Papers, Full Applications, and Replies to Reviewer Comments must be submitted through ARPA-E eXCHANGE (<https://arpa-e-foa.energy.gov/login.aspx>). ARPA-E will not review or consider applications submitted through other means (e.g., fax, hand delivery, email, postal mail). For detailed guidance on using ARPA-E eXCHANGE, please refer to the “ARPA-E eXCHANGE User Guide” (<https://arpa-e-foa.energy.gov/Manuals.aspx>).

Upon creating an application submission in ARPA-E eXCHANGE, Applicants will be assigned a Control Number. If the Applicant creates more than one application submission, a different Control Number will be assigned for each application.

Once logged in to ARPA-E eXCHANGE (<https://arpa-e-foa.energy.gov/login.aspx>), Applicants may access their submissions by clicking the “My Submissions” link in the navigation on the left side of the page. Every application that the Applicant has submitted to ARPA-E and the corresponding Control Number is displayed on that page. If the Applicant submits more than one application to a particular FOA, a different Control Number is shown for each application.

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
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Applicants are responsible for meeting each submission deadline in ARPA-E eXCHANGE.

**Applicants are strongly encouraged to submit their applications at least 48 hours in advance of the submission deadline.** Under normal conditions (i.e., at least 48 hours in advance of the submission deadline), Applicants should allow at least 1 hour to submit a Concept Paper, or Full Application. In addition, Applicants should allow at least 15 minutes to submit a Reply to Reviewer Comments. Once the application is submitted in ARPA-E eXCHANGE, Applicants may revise or update their application until the expiration of the applicable deadline.

**Applicants should not wait until the last minute to begin the submission process.** During the final hours before the submission deadline, Applicants may experience server/connection congestion that prevents them from completing the necessary steps in ARPA-E eXCHANGE to submit their applications. **ARPA-E will not extend the submission deadline for Applicants that fail to submit required information and documents due to server/connection congestion.**

**ARPA-E will not review or consider incomplete applications and applications received after the deadline stated in the FOA.** Such applications will be deemed noncompliant (see Section III.C.1 of the FOA). The following errors could cause an application to be deemed “incomplete” and thus noncompliant:

- Failing to comply with the form and content requirements in Section IV of the FOA;
- Failing to enter required information in ARPA-E eXCHANGE;
- Failing to upload required document(s) to ARPA-E eXCHANGE;
- Uploading the wrong document(s) or application(s) to ARPA-E eXCHANGE; and
- Uploading the same document twice, but labeling it as different documents. (In the latter scenario, the Applicant failed to submit a required document.)

ARPA-E urges Applicants to carefully review their applications and to allow sufficient time for the submission of required information and documents.

## **V. APPLICATION REVIEW INFORMATION**

### **A. CRITERIA**

ARPA-E performs a preliminary review of Concept Papers and Full Applications to determine whether they are compliant and responsive (see Section III.C of the FOA). ARPA-E also performs a preliminary review of Replies to Reviewer Comments to determine whether they are compliant.

ARPA-E considers a mix of quantitative and qualitative criteria in determining whether to encourage the submission of a Full Application and whether to select a Full Application for award negotiations.

#### **1. CRITERIA FOR CONCEPT PAPERS**

(1) *Impact of the Proposed Technology Relative to State of the Art (50%)* - This criterion involves consideration of the following factors:

- The extent to which the proposed quantitative material and/or technology metrics demonstrate the potential for a transformational and disruptive (not incremental) advancement in one or more energy-related fields;
- The extent to which the Applicant demonstrates a profound understanding of the current state-of-the-art and presents an innovative technical approach that significantly improves performance relative to the current state-of-the-art; and
- The extent to which the Applicant demonstrates awareness of competing commercial and emerging technologies and identifies how the proposed concept/technology provides significant improvement over existing solutions.

(2) *Overall Scientific and Technical Merit (50%)* - This criterion involves consideration of the following factors:

- The extent to which the proposed approach is unique and innovative;
- The feasibility of the proposed work;
- The extent to which the Applicant proposes a sound technical approach to accomplish the proposed R&D objectives;

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- The extent to which project outcomes and deliverables are clearly defined; and
- The extent to which the Applicant proposes a strong and convincing technology development strategy, including a feasible pathway to transition the program results to the next logical stage of R&D and/or directly into commercial development and deployment.

Submissions will not be evaluated against each other since they are not submitted in accordance with a common work statement. The above criteria will be weighted as follows:

Impact of the Proposed Technology Relative to State of the Art	50%
Overall Scientific and Technical Merit	50%

## 2. CRITERIA FOR FULL APPLICATIONS

Full Applications are evaluated based on the following criteria:

(1) *Impact of the Proposed Technology Relative to State of the Art* (30%) - This criterion involves consideration of the following factors:

- The extent to which the proposed quantitative material and/or technology metrics demonstrate the potential for a transformational and disruptive (not incremental) advancement in one or more energy-related fields;
- The extent to which the Applicant demonstrates a profound understanding of the current state-of-the-art and presents an innovative technical approach to significantly improve performance over the current state-of-the-art; and
- The extent to which the Applicant demonstrates awareness of competing commercial and emerging technologies and identifies how its proposed concept/technology provides significant improvement over these other solutions.

(2) *Overall Scientific and Technical Merit* (30%) - This criterion involves consideration of the following factors:

- The extent to which the proposed work is unique and innovative;

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- The extent to which the proposed project is likely to meet or exceed the technical performance targets identified in this FOA;
- The feasibility of the proposed work;
- The extent to which the Applicant proposes a sound technical approach to accomplish the proposed R&D objectives;
- The extent to which the Applicant manages risk, by identifying major technical R&D risks and clearly proposes feasible, effective mitigation strategies; and
- The extent to which project outcomes and deliverables are clearly defined; and
- The extent to which the Applicant proposes a strong and convincing technology development strategy, including a feasible pathway to transition the program results to the next logical stage of R&D and/or directly into commercial development and deployment.

(3) *Qualifications, Experience, and Capabilities of the Proposed Project Team* (30%) - This criterion involves consideration of the following factors:

- The extent to which the PI and Project Team have the skill and expertise needed to successfully execute the project plan, evidenced by prior experience that demonstrates an ability to perform R&D of similar risk and complexity;
- The extent to which the Applicant has access to the equipment and facilities necessary to accomplish the proposed R&D effort and/or a clear plan to obtain access to necessary equipment and facilities.

(4) *Soundness of Management Plan* (10%) - This criterion involves consideration of the following factors:

- The extent to which the Applicant presents a plausible plan to manage people and resources;
- The extent to which the Applicant proposes allocation of appropriate levels of effort and resources to proposed tasks;
- Whether the proposed schedule is reasonable.

Submissions will not be evaluated against each other since they are not submitted in accordance with a common work statement. The above criteria will be weighted as follows:

Impact of the Proposed Technology Relative to State of the Art	30%
Overall Scientific and Technical Merit	30%
Qualifications, Experience, and Capabilities	30%
Sound Management Plan	10%

### **3. CRITERIA FOR REPLIES TO REVIEWER COMMENTS**

ARPA-E has not established separate criteria to evaluate Replies to Reviewer Comments. Instead, Replies to Reviewer Comments are evaluated as an extension of the Full Application.

## **B. REVIEW AND SELECTION PROCESS**

### **1. PROGRAM POLICY FACTORS**

In addition to the above criteria, ARPA-E may consider the following program policy factors in determining which Full Applications to select for award negotiations:

- I. **ARPA-E Portfolio Balance.** Project balances ARPA-E portfolio in one or more of the following areas:
  - a. Technological diversity;
  - b. Organizational diversity;
  - c. Geographic diversity;
  - d. Technical or commercialization risk; or
  - e. Stage of technology development.
  
- II. **Relevance to ARPA-E Mission Advancement.** Project contributes to one or more of ARPA-E's key statutory goals:
  - a. Reduction of US dependence on foreign energy sources;
  - b. Stimulation of domestic manufacturing;
  - c. Reduction of energy-related emissions;
  - d. Increase in U.S. energy efficiency;
  - e. Enhancement of U.S. economic and energy security; or
  - f. Promotion of U.S. advanced energy technologies competitiveness.
  
- III. **Synergy of Public and Private Efforts.**
  - a. Avoids duplication and overlap with other publicly or privately funded projects;

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- b. Promotes increased coordination with nongovernmental entities for demonstration of technologies and research applications to facilitate technology transfer; or
  - c. Increases unique research collaborations.
- IV. **Low likelihood of other sources of funding.** High technical and/or financial uncertainty that results in the non-availability of other public, private or internal funding or resources to support the project.
- V. **High-Leveraging of Federal Funds.** Project leverages Federal funds to optimize advancement of programmatic goals by proposing cost share above the required minimum or otherwise accessing scarce or unique resources.
- VI. **High Project Impact Relative to Project Cost.**

## 2. ARPA-E REVIEWERS

By submitting an application to ARPA-E, Applicants consent to ARPA-E's use of Federal employees, contractors, and experts from educational institutions, nonprofits, industry, and governmental and intergovernmental entities as reviewers. ARPA-E selects reviewers based on their knowledge and understanding of the relevant field and application, their experience and skills, and their ability to provide constructive feedback on applications.

ARPA-E requires all reviewers to complete a Conflict-of-Interest Certification and Nondisclosure Agreement through which they disclose their knowledge of any actual or apparent conflicts and agree to safeguard confidential information contained in Concept Papers, Full Applications, and Replies to Reviewer Comments. In addition, ARPA-E trains its reviewers in proper evaluation techniques and procedures.

Applicants are not permitted to nominate reviewers for their applications. Applicants may contact the Contracting Officer by email ([ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov)) if they have knowledge of a potential conflict of interest or a reasonable belief that a potential conflict exists.

## 3. ARPA-E SUPPORT CONTRACTOR

ARPA-E utilizes contractors to assist with the evaluation of applications and project management. To avoid actual and apparent conflicts of interest, ARPA-E prohibits its support contractors from submitting or participating in the preparation of applications to ARPA-E.

By submitting an application to ARPA-E, Applicants represent that they are not performing support contractor services for ARPA-E in any capacity and did not obtain the assistance of ARPA-E's support contractor to prepare the application. ARPA-E will not consider any applications that are submitted by or prepared with the assistance of its support contractors.

### **C. ANTICIPATED ANNOUNCEMENT AND AWARD DATES**

ARPA-E expects to announce selections for negotiations in approximately November 2014 and to execute funding agreements in approximately March 2015.

## **VI. AWARD ADMINISTRATION INFORMATION**

### **A. AWARD NOTICES**

#### **1. REJECTED SUBMISSIONS**

Noncompliant and nonresponsive Concept Papers and Full Applications are rejected by the Contracting Officer and are not reviewed or considered. The Contracting Officer sends a notification letter by email to the technical and administrative points of contact designated by the Applicant in ARPA-E eXCHANGE. The notification letter states the basis upon which the Concept Paper or Full Application was rejected.

#### **2. CONCEPT PAPER NOTIFICATIONS**

ARPA-E promptly notifies Applicants of its determination to encourage or discourage the submission of a Full Application. ARPA-E sends a notification letter by email to the technical and administrative points of contact designated by the Applicant in ARPA-E eXCHANGE. Due to the anticipated volume of applications, ARPA-E is unable to provide feedback on Concept Papers.

Applicants may submit a Full Application even if they receive a notification discouraging them from doing so. By discouraging the submission of a Full Application, ARPA-E intends to convey its lack of programmatic interest in the proposed project. Such assessments do not necessarily reflect judgments on the merits of the proposed project or the Applicant. The purpose of the Concept Paper phase is to save Applicants the considerable time and expense of preparing a Full Application that is unlikely to be selected for award negotiations.

A notification letter encouraging the submission of a Full Application does not authorize the Applicant to commence performance of the project. Please refer to Section IV.G.2 of the FOA for guidance on pre-award costs.

### **3. FULL APPLICATION NOTIFICATIONS**

ARPA-E promptly notifies Applicants of its determination. ARPA-E sends a notification letter by email to the technical and administrative points of contact designated by the Applicant in ARPA-E eXCHANGE. The notification letter may inform the Applicant that its Full Application was selected for award negotiations, or not selected. Alternatively, ARPA-E may notify one or more Applicants that a final selection determination on particular Full Applications will be made at a later date, subject to the availability of funds or other factors.

Written feedback on Full Applications is made available to Applicants before the submission deadline for Replies to Reviewer Comments. By providing feedback, ARPA-E intends to guide the further development of the proposed technology and to provide a brief opportunity to respond to reviewer comments.

ARPA-E promptly notifies Applicants of its determination. ARPA-E sends a notification letter by email to the technical and administrative points of contact designated by the Applicant in ARPA-E eXCHANGE. The notification letter may inform the Applicant that its Full Application was selected for award negotiations, or not selected. Alternatively, ARPA-E may notify one or more Applicants that a final selection determination on particular Full Applications will be made at a later date, subject to the availability of funds or other factors.

Written feedback on Full Applications is made available to Applicants before the submission deadline for Replies to Reviewer Comments. By providing feedback, ARPA-E intends to guide the further development of the proposed technology and to provide a brief opportunity to respond to reviewer comments.

#### ***a. SUCCESSFUL APPLICANTS***

ARPA-E has discretion to select all or part of a proposed project for negotiation of an award. A notification letter selecting a Full Application for award negotiations does not authorize the Applicant to commence performance of the project. **ARPA-E selects Full Applications for award negotiations, not for award.** Applicants do not receive an award until award negotiations are complete and the Contracting Officer executes the funding agreement. ARPA-E may terminate award negotiations at any time for any reason.

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).

Please refer to Section IV.G.2 of the FOA for guidance on pre-award costs. Please also refer to the “Applicants’ Guide to ARPA-E Award Negotiations” (<http://arpa-e.energy.gov/sites/default/files/documents/files/Applicants%20Guide%20to%20ARPA-E%20Award%20Negotiations%20Nov2012.pdf>) for guidance on the award negotiation process.

### ***b. POSTPONED SELECTION DETERMINATIONS***

A notification letter postponing a final selection determination until a later date does not authorize the Applicant to commence performance of the project. ARPA-E may ultimately determine to select or not select the Full Application for award negotiations.

Please refer to Section IV.G.2 of the FOA for guidance on pre-award costs.

### ***c. UNSUCCESSFUL APPLICANTS***

By not selecting a Full Application, ARPA-E intends to convey its lack of programmatic interest in the proposed project. Such assessments do not necessarily reflect judgments on the merits of the proposed project. ARPA-E hopes that unsuccessful Applicants will submit innovative ideas and concepts for future FOAs.

## **B. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS**

The following administrative and national policy requirements apply to Prime Recipients. The Prime Recipient is the responsible authority regarding the settlement and satisfaction of all contractual and administrative issues, including but not limited to disputes and claims arising out of any agreement between the Prime Recipient and a FFRDC contractor. Prime Recipients are required to flow down these requirements to their Subrecipients through subawards or related agreements.

### **1. DUNS NUMBER AND SAM, FSRS, AND FEDCONNECT REGISTRATIONS**

Upon selection for award negotiations, Prime Recipients and Subrecipients are required to obtain a Dun and Bradstreet Data Universal Numbering System (DUNS) number at <http://fedgov.dnb.com/webform>. In addition, Prime Recipients and Subrecipients are required to register with the System for Award Management (SAM) at <https://www.sam.gov/portal/public/SAM/>. Applicants who currently have an active record in the Central Contractor Registry (CCR) have an active record in SAM, but a new username must still be registered.

Prime Recipients and Subrecipients should commence this process as soon as possible in order to expedite the execution of a funding agreement. Obtaining a DUNS number and registering with SAM could take several weeks.

By law, Prime Recipients are also required to register with the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS) at <https://www.fsrs.gov/>.<sup>29</sup> Prime Recipients are required to report to FSRS the names and total compensation of each of the Prime Recipient's five most highly compensated executives and the names and total compensation of each Subrecipient's five most highly compensated executives. Please refer to <https://www.fsrs.gov/> for guidance on reporting requirements.

ARPA-E may not execute a funding agreement with the Prime Recipient until it has obtained a DUNS number and completed its SAM and FSRS registrations. In addition, the Prime Recipient may not execute subawards with Subrecipients until they obtain a DUNS number and complete their SAM registration. Prime Recipients and Subrecipients are required to keep their SAM and FSRS data current throughout the duration of the project.

Finally, Prime Recipients are required to register with FedConnect in order to receive notification that their funding agreement has been executed by the Contracting Officer and to obtain a copy of the executed funding agreement. Please refer to <https://www.fedconnect.net/FedConnect/> for registration instructions.

## **2. NATIONAL POLICY ASSURANCES**

Project Teams, including Prime Recipients and Subrecipients, are required to comply with the National Policy Assurances attached to their funding agreement. Please refer to ARPA-E's Model Cooperative Agreement (<http://arpa-e.energy.gov/FundingAgreements/CooperativeAgreements.aspx>) for guidance on the National Policy Assurances.

## **3. PROOF OF COST SHARE COMMITMENT AND ALLOWABILITY**

Upon selection for award negotiations, the Prime Recipient must confirm in writing that the proposed cost share contribution is allowable in accordance with applicable Federal cost principles.

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<sup>18</sup>The Federal Funding Accountability and Transparency Act, P.L. 109-282, 31 U.S.C. 6101 note.

The Prime Recipient is also required to provide cost share commitment letters from Subrecipients or third parties that are providing cost share, whether cash or in-kind. Each Subrecipient or third party that is contributing cost share must provide a letter on appropriate letterhead that is signed by an authorized corporate representative. Please refer to the “Applicants’ Guide to ARPA-E Award Negotiations” (<http://arpa-e.energy.gov/sites/default/files/documents/files/Applicants%20Guide%20to%20ARPA-E%20Award%20Negotiations%20Nov2012.pdf>) for guidance on the contents of cost share commitment letters.

#### **4. COST SHARE PAYMENTS<sup>30</sup>**

All proposed cost share contributions must be reviewed in advance by the Contracting Officer and incorporated into the project budget before the expenditures are incurred.

ARPA-E requires Prime Recipients to contribute the cost share amount incrementally over the life of the funding agreement.

Please refer to the “Applicants’ Guide to ARPA-E Award Negotiations” (<http://arpa-e.energy.gov/sites/default/files/documents/files/Applicants%20Guide%20to%20ARPA-E%20Award%20Negotiations%20Nov2012.pdf>) for additional guidance on cost share payment requirements.

ARPA-E may deny reimbursement requests, in whole or in part, or modify or terminate funding agreements where Prime Recipients (or Project Teams) fail to comply with ARPA-E’s cost share payment requirements.

#### **5. ENVIRONMENTAL IMPACT QUESTIONNAIRE**

By law, ARPA-E is required to evaluate the potential environmental impact of projects that it is considering for funding. In particular, ARPA-E must determine before funding a project whether the project qualifies for a categorical exclusion under 10 C.F.R. § 1021.410 or whether it requires further environmental review (i.e., an environmental assessment or an environmental impact statement).

To facilitate and expedite ARPA-E’s environmental review, Prime Recipients are required to complete an Environmental Impact Questionnaire during award negotiations. This form is

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<sup>19</sup> Please refer to Section III.B of the FOA for guidance on cost share requirements.

available on ARPA-E eXCHANGE at <https://arpa-e-foa.energy.gov>. The Environmental Impact Questionnaire is due within 21 calendar days of the selection announcement.

## **6. TECHNOLOGY-TO-MARKET PLAN**

As previously noted, the Technology-to-Market approach is an important element of each project and is included in the evaluation process. During award negotiations, Prime Recipients are required to negotiate and submit an initial Technology-to-Market Plan to the ARPA-E Program Director, and obtain the ARPA-E Program Director's approval prior to the execution of the award. Prime Recipients must show how budgeted Technology Transfer and Outreach (TT&O) costs relate to furthering elements of the Technology-to-Market Plan. During the project period, Prime Recipients are required to provide regular updates on the initial Technology-to-Market plan and report on implementation of Technology-to-Market activities. Prime Recipients may be required to perform other actions to further the commercialization of their respective technologies.

ARPA-E may waive or modify this requirement, as appropriate.

## **7. INTELLECTUAL PROPERTY MANAGEMENT PLAN**

ARPA-E requires every Project Team to negotiate and establish an Intellectual Property Management Plan for the management and disposition of intellectual property arising from the project. The Prime Recipient must submit a completed and signed Intellectual Property Management plan to ARPA-E within six weeks of the effective date of the ARPA-E funding agreement. All Intellectual Property Management Plans are subject to the terms and conditions of the ARPA-E funding agreement and its intellectual property provisions, and applicable Federal laws, regulations, and policies, all of which take precedence over the terms of Intellectual Property Management Plans.

ARPA-E has developed a template for Intellectual Property Management Plans (<http://arpa-e.energy.gov/FundingAgreements/Overview.aspx>) so as to facilitate and expedite negotiations between Project Team members. ARPA-E does not mandate the use of this template. ARPA-E and DOE do not make any warranty (express or implied) or assume any liability or responsibility for the accuracy, completeness, or usefulness of the template. ARPA-E and DOE strongly encourage Project Teams to consult independent legal counsel before using the template.

## **8. U.S. MANUFACTURING REQUIREMENT**

ARPA-E requires products embodying or produced through the use of subject inventions (i.e.,

inventions conceived or first actually reduced to practice under ARPA-E funding agreements) to be substantially manufactured in the United States by Project Teams and their licensees, as described below. The Applicant may request a modification or waiver of the U.S. Manufacturing Requirement.

***a. SMALL BUSINESSES***

Small businesses (including Small Business Concerns) that are Prime Recipients or Subrecipients under ARPA-E funding agreements are required to substantially manufacture the following products in the United States for any use or sale in the United States: (1) products embodying subject inventions, and (2) products produced through the use of subject invention(s).<sup>31</sup> This requirement does not apply to products that are manufactured for use or sale outside the U.S. A.

Small businesses must apply the same U.S. Manufacturing requirements to their assignees, licensees, and entities acquiring a controlling interest in the small business. Small businesses must require their assignees and entities acquiring a controlling interest in the small business to apply the same U.S. Manufacturing requirements to their licensees.

***b. LARGE BUSINESSES AND FOREIGN ENTITIES***

Large businesses and foreign entities that are Prime Recipients or Subrecipients under ARPA-E funding agreements are required to substantially manufacture the following products in the United States: (1) products embodying subject inventions, and (2) products produced through the use of subject invention(s).<sup>32</sup> This requirement applies to products that are manufactured for use or sale in the United States and outside the United States.

Large businesses and foreign entities must apply the same U.S. Manufacturing requirements to their assignees, licensees, and entities acquiring a controlling interest in the large business or foreign entity. Large businesses and foreign entities must require their assignees and entities

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<sup>31</sup> Small businesses are generally defined as domestically incorporated entities that meet the criteria established by the U.S. Small Business Administration's "Table of Small Business Size Standards Matched to North American Industry Classification System Codes" (<http://www.sba.gov/content/small-business-size-standards>).

<sup>32</sup> Large businesses are generally defined as domestically incorporated entities that do not meet the criteria established by the U.S. Small Business Administration's "Table of Small Business Size Standards Matched to North American Industry Classification System Codes" (<http://www.sba.gov/content/small-business-size-standards>).

acquiring a controlling interest in the large business or foreign entity to apply the same U.S. Manufacturing requirements to their licensees.

### ***C. EDUCATIONAL INSTITUTIONS AND NONPROFITS***

Domestic educational institutions and nonprofits that are Prime Recipients or Subrecipients under ARPA-E funding agreements must require their exclusive licensees to substantially manufacture the following products in the United States for any use or sale in the United States: (1) articles embodying subject inventions, and (2) articles produced through the use of subject invention(s). This requirement does not apply to articles that are manufactured for use or sale overseas.

Educational institutions and nonprofits must require their assignees to apply the same U.S. Manufacturing requirements to their exclusive licensees.

These U.S. Manufacturing requirements do not apply to nonexclusive licensees.

### ***d. FFRDCs and State and Local Government Entities***

FFRDCs and state and local government entities are subject to the same U.S. Manufacturing requirements as domestic educational institutions and nonprofits.

## **9. CORPORATE FELONY CONVICTIONS AND FEDERAL TAX LIABILITY**

In submitting an application in response to this FOA, the Applicant represents that:

- It is not a corporation that has been convicted of a felony criminal violation under any Federal law within the preceding 24 months; and

It is not a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

### **C. REPORTING**

Recipients are required to submit periodic, detailed reports on technical, financial, and other aspects of the project, as described in Attachment 4 to ARPA-E's Model Cooperative Agreement (<http://arpa-e.energy.gov/FundingAgreements/CooperativeAgreements.aspx>).

## **VII. AGENCY CONTACTS**

### **A. COMMUNICATIONS WITH ARPA-E**

Upon the issuance of a FOA ARPA-E personnel are prohibited from communicating (in writing or otherwise) with Applicants regarding the FOA. This “quiet period” remains in effect until ARPA-E’s public announcement of its project selections.

During the “quiet period,” Applicants are required to submit all questions regarding this FOA to [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov).

- ARPA-E will post responses on a weekly basis to any questions that are received. ARPA-E may re-phrase questions or consolidate similar questions for administrative purposes.
- ARPA-E will cease to accept questions approximately 5 business days in advance of each submission deadline. Responses to questions received before the cutoff will be posted approximately one business day in advance of the submission deadline. ARPA-E may re-phrase questions or consolidate similar questions for administrative purposes.
- Responses are posted to “Frequently Asked Questions” on ARPA-E’s website (<http://arpa-e.energy.gov/faq>).

Applicants may submit questions regarding ARPA-E eXCHANGE, ARPA-E’s online application portal, to [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov). ARPA-E will promptly respond to emails that raise legitimate, technical issues with ARPA-E eXCHANGE. ARPA-E will refer any questions regarding the FOA to [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov).

ARPA-E will not accept or respond to communications received by other means (e.g., fax, telephone, mail, hand delivery). Emails sent to other email addresses will be disregarded.

During the “quiet period,” only the Contracting Officer may authorize communications between ARPA-E personnel and Applicants. The Contracting Officer may communicate with Applicants as necessary and appropriate. As described in Section IV.A of the FOA, the Contracting Officer may arrange pre-selection meetings and/or site visits during the “quiet period.”

*Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).*

**B. DEBRIEFINGS**

ARPA-E does not offer or provide debriefings. ARPA-E provides Applicants with a notification encouraging or discouraging the submission of a Full Application based on ARPA-E's assessment of the Concept Paper. In addition, ARPA-E provides Applicants with reviewer comments on Full Applications before the submission deadline for Replies to Reviewer Comments.

**VIII. OTHER INFORMATION**

**A. FOAs AND FOA MODIFICATIONS**

FOAs are posted on ARPA-E eXCHANGE (<https://arpa-e-foa.energy.gov/>), Grants.gov (<http://www.grants.gov/>), and FedConnect (<https://www.fedconnect.net/FedConnect/>). Any modifications to the FOA are also posted to these websites. You can receive an e-mail when a modification is posted by registering with FedConnect as an interested party for this FOA. It is recommended that you register as soon as possible after release of the FOA to ensure that you receive timely notice of any modifications or other announcements. More information is available at <https://www.fedconnect.net>.

**B. OBLIGATION OF PUBLIC FUNDS**

The Contracting Officer is the only individual who can make awards on behalf of ARPA-E or obligate ARPA-E to the expenditure of public funds. A commitment or obligation by any individual other than the Contracting Officer, either explicit or implied, is invalid.

ARPA-E awards may not be transferred, assigned, or assumed without the prior written consent of a Contracting Officer.

**C. REQUIREMENT FOR FULL AND COMPLETE DISCLOSURE**

Applicants are required to make a full and complete disclosure of the information requested in the Business Assurances & Disclosures Form. Disclosure of the requested information is mandatory. Any failure to make a full and complete disclosure of the requested information may result in:

- The rejection of a Concept Paper, Full Application, and/or Reply to Reviewer Comments;
- The termination of award negotiations;

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).

- The modification, suspension, and/or termination of a funding agreement;
- The initiation of debarment proceedings, debarment, and/or a declaration of ineligibility for receipt of Federal contracts, subcontracts, and financial assistance and benefits; and
- Civil and/or criminal penalties.

**D. RETENTION OF SUBMISSIONS**

ARPA-E expects to retain copies of all Concept Papers, Full Applications, Replies to Reviewer Comments, and other submissions. No submissions will be returned. By applying to ARPA-E for funding, Applicants consent to ARPA-E's retention of their submissions.

**E. MARKING OF CONFIDENTIAL INFORMATION**

ARPA-E will use data and other information contained in Concept Papers, Full Applications, and Replies to Reviewer Comments strictly for evaluation purposes. Applicants should not include confidential, proprietary, or privileged information in their Concept Papers, Full Applications, or Replies to Reviewer Comments unless such information is necessary to convey an understanding of the proposed project.

Concept Papers, Full Applications, Replies to Reviewer Comments, and other submissions containing confidential, proprietary, or privileged information must be marked as described below. Failure to comply with these marking requirements may result in the disclosure of the unmarked information under the Freedom of Information Act or otherwise. The U.S. Government is not liable for the disclosure or use of unmarked information, and may use or disclose such information for any purpose.

The cover sheet of the Concept Paper, Full Application, Reply to Reviewer Comments, or other submission must be marked as follows and identify the specific pages containing confidential, proprietary, or privileged information:

Notice of Restriction on Disclosure and Use of Data:

Pages [\_\_\_] of this document may contain confidential, proprietary, or privileged information that is exempt from public disclosure. Such information shall be used or disclosed only for evaluation purposes or in accordance with a financial assistance or loan agreement between the submitter and the Government. The Government may use

or disclose any information that is not appropriately marked or otherwise restricted, regardless of source.

The header and footer of every page that contains confidential, proprietary, or privileged information must be marked as follows: “Contains Confidential, Proprietary, or Privileged Information Exempt from Public Disclosure.” In addition, every line and paragraph containing proprietary, privileged, or trade secret information must be clearly marked with double brackets or highlighting.

#### **F. TITLE TO SUBJECT INVENTIONS**

Ownership of subject inventions is governed pursuant to the authorities listed below. Typically, either by operation of law or under the authority of a patent waiver, Prime Recipients and Subrecipients may elect to retain title to their subject inventions under ARPA-E funding agreements.

- Domestic Small Businesses, Educational Institutions, and Nonprofits: Under the Bayh-Dole Act (35 U.S.C. § 200 et seq.), domestic small businesses, educational institutions, and nonprofits may elect to retain title to their subject inventions. If they elect to retain title, they must file a patent application in a timely fashion.
- All other parties: The Federal Non Nuclear Energy Act of 1974, 42. U.S.C. 5908, provides that the Government obtains title to new inventions unless a waiver is granted (*see below*).
- Class Waiver: Under 42 U.S.C. § 5908, title to subject inventions vests in the U.S. Government and large businesses and foreign entities do not have the automatic right to elect to retain title to subject inventions. However, ARPA-E typically issues “class patent waivers” under which large businesses and foreign entities that meet certain stated requirements may elect to retain title to their subject inventions. If a large business or foreign entity elects to retain title to its subject invention, it must file a patent application in a timely fashion.

#### **G. GOVERNMENT RIGHTS IN SUBJECT INVENTIONS**

Where Prime Recipients and Subrecipients retain title to subject inventions, the U.S. Government retains certain rights.

## **1. GOVERNMENT USE LICENSE**

The U.S. Government retains a nonexclusive, nontransferable, irrevocable, paid-up license to practice or have practiced for or on behalf of the United States any subject invention throughout the world. This license extends to contractors doing work on behalf of the Government.

## **2. MARCH-IN RIGHTS**

The U.S. Government retains march-in rights with respect to all subject inventions. Through “march-in rights,” the Government may require a Prime Recipient or Subrecipient who has elected to retain title to a subject invention (or their assignees or exclusive licensees), to grant a license for use of the invention. In addition, the Government may grant licenses for use of the subject invention when Prime Recipients, Subrecipients, or their assignees and exclusive licensees refuse to do so.

The U.S. Government may exercise its march-in rights if it determines that such action is necessary under any of the four following conditions:

- The owner or licensee has not taken or is not expected to take effective steps to achieve practical application of the invention within a reasonable time;
- The owner or licensee has not taken action to alleviate health or safety needs in a reasonably satisfactory manner;
- The owner has not met public use requirements specified by Federal statutes in a reasonably satisfactory manner; or
- The U.S. Manufacturing requirement has not been met.

## **H. RIGHTS IN TECHNICAL DATA**

Data rights differ based on whether data is first produced under an award or instead was developed at private expense outside the award.

- Background or “Limited Rights Data”: The U.S. Government will not normally require delivery of technical data developed solely at private expense prior to issuance of an award, except as necessary to monitor technical progress and evaluate the potential of proposed technologies to reach specific technical and cost metrics.

- **Generated Data:** The U.S. Government normally retains very broad rights in technical data produced under Government financial assistance awards, including the right to distribute to the public. However, pursuant to special statutory authority, certain categories of data generated under ARPA-E awards may be protected from public disclosure for up to five years. Such data should be clearly marked as described in Section VIII.E of the FOA. In addition, invention disclosures may be protected from public disclosure for a reasonable time in order to allow for filing a patent application.

## **I. PROTECTED PERSONALLY IDENTIFIABLE INFORMATION**

Applicants may not include any Protected Personally Identifiable Information (Protected PII) in their submissions to ARPA-E. Protected PII is defined as data that, if compromised, could cause harm to an individual such as identity theft. Listed below are examples of Protected PII that Applicants must not include in their submissions.

- Social Security Numbers in any form;
- Place of Birth associated with an individual;
- Date of Birth associated with an individual;
- Mother's maiden name associated with an individual;
- Biometric record associated with an individual;
- Fingerprint;
- Iris scan;
- DNA;
- Medical history information associated with an individual;
- Medical conditions, including history of disease;
- Metric information, e.g. weight, height, blood pressure;
- Criminal history associated with an individual;
- Ratings;
- Disciplinary actions;
- Performance elements and standards (or work expectations) are PII when they are so intertwined with performance appraisals that their disclosure would reveal an individual's performance appraisal;
- Financial information associated with an individual;
- Credit card numbers;
- Bank account numbers; and
- Security clearance history or related information (not including actual clearances held).

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).

**J. ANNUAL COMPLIANCE AUDITS FOR FOR-PROFIT ENTITIES**

If a for-profit entity is a Prime Recipient or Subrecipient, an annual compliance audit performed by an independent auditor may be required. For additional information, please refer to 10 C.F.R. § 600.316 and for-profit audit guidance documents posted under the “Coverage of Independent Audits” heading at <http://energy.gov/management/office-management/operational-management/financial-assistance/financial-assistance-forms>.

## **IX. GLOSSARY**

**Applicant:** The entity that submits the application to ARPA-E. In the case of a Project Team, the Applicant is the lead organization listed on the application.

**Application:** The entire submission received by ARPA-E, including the Concept Paper, Full Application, and Reply to Reviewer Comments.

**ARPA-E:** Advanced Research Projects Agency-Energy.

**Cost Share:** The Prime Recipient share of the Total Project Cost.

**Deliverable:** A deliverable is the quantifiable goods or services that will be provided upon the successful completion of a project task or sub-task.

**DOE:** U.S. Department of Energy.

**DOE/NNSA:** U.S. Department of Energy/National Nuclear Security Administration

**FFRDCs:** Federally Funded Research and Development Centers.

**FOA:** Funding Opportunity Announcement.

**GOGOs:** U.S. Government-Owned, Government-Operated laboratories.

**Key Participant:** Any individual who would contribute in a substantive, measurable way to the execution of the proposed project.

**Milestone:** A milestone is the tangible, observable measurement that will be provided upon the successful completion of a project task or sub-task.

**Prime Recipient:** The signatory to the funding agreement with ARPA-E.

**PI:** Principal Investigator.

**Project Team:** A Project Team consists of the Prime Recipient, Subrecipients, and others performing or otherwise supporting work under an ARPA-E funding agreement.

**R&D:** Research and development.

Questions about this FOA? Email [ARPA-E-CO@hq.doe.gov](mailto:ARPA-E-CO@hq.doe.gov) (with FOA name and number in subject line); see FOA Sec. VII.A.  
Problems with ARPA-E eXCHANGE? Email [ExchangeHelp@hq.doe.gov](mailto:ExchangeHelp@hq.doe.gov) (with FOA name and number in subject line).

**Standalone Applicant:** An Applicant that applies for funding on its own, not as part of a Project Team.

**Subject Invention:** Any invention conceived or first actually reduced to practice under an ARPA-E funding agreement.

**Task:** A task is an operation or segment of the work plan that requires both effort and resources. Each task (or sub-task) is connected to the overall objective of the project, via the achievement of a milestone or a deliverable.

**Total Project Cost:** The sum of the Prime Recipient share and the Federal Government share of total allowable costs. The Federal Government share generally includes costs incurred by GOGOs, FFRDCs, and GOCOs.

**TT&O:** Technology Transfer and Outreach. (See Section IV.G.8 of the FOA for more information).